



THE CITY OF DAWSON

**COUNCIL MEETING #C18-37
AGENDA
MONDAY, DECEMBER 10, 2018
7:00 p.m.**

Council Chambers, City of Dawson Office

- 1. CALL TO ORDER**
- 2. ACCEPTANCE OF ADDENDUM AND ADOPTION OF THE AGENDA**
 - a) Council Meeting Agenda #C18-37
- 3. PUBLIC HEARING**
- 4. DELEGATIONS AND GUESTS**
- 5. BUSINESS ARISING FROM DELEGATIONS**
- 6. ADOPTION OF THE MINUTES**
 - a) Council Meeting Minutes #C18-36 of November 19, 2018
- 7. BUSINESS ARISING FROM MINUTES**
 - a) Council Meeting Minutes #C18-36 of November 19, 2018
- 8. FINANCIAL AND BUDGET REPORTS**
 - a) Request for Decision RE: 2019 Provisional Budget
- 9. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**
 - a) Request for Decision RE: Pool Wall Repair and Flooring Replacement Contract Award and Request for Gas Tax Funding RFD
 - b) Request for Decision RE: Subdivision Application #18-115, Lots 1-3, Block I, Ladue Estate
 - c) Request for Decision RE: Request to Purchase: Lot Enlargement Lot 18, Block Z, Ladue Estate
- 10. BYLAWS AND POLICIES**
 - a) *Civic Addressing Amendment No. 2 Bylaw #2018-20* – Second Reading
 - b) *Civic Addressing Amendment No. 2 Bylaw #2018-20* – Third and Final Reading
- 11. CORRESPONDENCE**
 - a) Mayor Eckervogt, Village of Haines Junction
 - b) Anne Leckie, Chair Yukon Heritage Resources Board RE: 2017/18 Annual Report
 - c) Wendy Randall, Chair Yukon Environmental and Socio-economic Assessment Board RE: 2017/18 Annual Report
 - d) Heritage Advisory Committee Meeting Minutes #HAC18-02 to #HAC18-17
 - e) Committee of Whole Meeting Minutes #CW18-28
- 12. PUBLIC QUESTIONS**
- 13. INCAMERA**
- 14. ADJOURNMENT**

MINUTES OF COUNCIL MEETING #C18-36 of the council of the City of Dawson held on Monday, November 19, 2018, 7:00 PM in the City of Dawson Council Chambers.

PRESENT:

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

ALSO PRESENT:

CAO	Cory Bellmore
A/EA	Heather Favron

Agenda Item: Call to Order

The Chair, Wayne Potoroka called council meeting #C18-36 to order at 7:00 PM.

Agenda Item: Agenda

Agenda item 9 d) was removed from the agenda.

C18-36-01 Moved by Councillor Johnson, seconded by Mayor Potoroka that the agenda for council meeting # C18-36 of November 19, 2018 be adopted as amended.
Motion Carried 5-0

Agenda Item: Public Hearing

C18-36-02 Moved by Mayor Potoroka, seconded by Councillor Kendrick that council move into the committee of the whole for the purposes of holding a public hearing, and for hearing delegations.
Motion Carried 5-0

a) Consolidation Application: #18-115 RE: Lots 1-3, Block I, 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 at 7:03 PM.

Agenda Item: Delegation

a) Diana Andrews and Martin Gehrig (Property Owner) RE: Lot Enlargement Application Lot 18, Block Z Ladue Estate.

Diana Andrews was in attendance to present a proposal to council for a lot enlargement and purchase application. A written handout was circulated to council. Information provided to council as part of the presentation included the following

- The property owner is the only adjacent property owner to the closed road being requested
- The request is for only half of the width of the road along with a 500 ft² section of a lot
- The remaining 2500 ft² section of the lot not being requested would still meet the minimum lot size

- Their application meets the criteria under the *Sale of Municipal Land Policy* for dispensing of a closed road
- They hope to be able to do a small amount of contouring to the hill and relocate their greenhouse for better growing and expansion purposes
- The other consideration for council in looking at the sale of lots is consideration of any future development. The North End Project was investigated by council and was deemed developable. The hand out includes past council minutes from 2010, that references investigations for the 7th Avenue land development that was put on hold due to concerns about slope and cost of development in that area, therefore that area has already been rejected for land development. The topography in the area being requested is even more difficult than the 7th Ave area, therefore would not be of any use for future developments in the area. The 9th Ave Trail is also in the area, which is assumed to not be available for future development.

C18-36-03 Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole revert to council to proceed with the agenda.
Motion Carried 5-0

Agenda Item: Adoption of the Minutes

a) Council Meeting Minutes #C18-33 of October 9, 2018

C18-36-04 Moved by Mayor Potoroka, seconded by Councillor Kendrick that the minutes of council meeting #C18-33 of October 9, 2018 be approved as presented.
Motion Carried 5-0

b) Special Council Meeting Minutes #C18-34 18-33 of October 15, 2018

C18-36-05 Moved by Mayor Potoroka, seconded by Councillor Johnson that the minutes of special council meeting #C18-34 of October 15, 2018 be approved as presented.
Motion Carried 5-0

c) Council Meeting Minutes #C18-35 of October 29, 2018

C18-36-06 Moved by Mayor Potoroka, seconded by Councillor Johnson that the minutes of special council meeting #C18-35 of October 29, 2018 be approved as presented.
Motion Carried 5-0

Agenda Item: Business Arising from the Minutes

a) Council Meeting Minutes #C18-33 of October 9, 2018

Council inquired when the OCP and Zoning Bylaws could be expected back at council. The CAO explained administration was looking into next steps and how best to deal with request received from Tr'ondëk Hwëch'in.

b) Special Council Meeting Minutes #C18-34 18-33 of October 15, 2018

Council inquired if YG had provided any recent updates regarding to land development. The CAO informed council an update would be forthcoming.

Agenda Item: Financial and Budget Reports

- a) 2018 Accounts Payable Report RE: Cheque Run # 52975 to 53026

Council requested further details as follows:

Further information	Cheque #	Vendor Name
CAO informed the contract was for \$25,000 and one further invoice was expected.	52993	DST Consulting Engineers Inc.
CAO explained work was related to Zamboni room repairs.	53014	Oro Enterprises Ltd.
CAO explained window replacement was a broken window from a rock during street cleaning / landscaping	53015	Pierce, Don

- C18-36-07** Moved by Councillor Johnson, seconded by Councillor Kendrick that council acknowledge receipt of the 2018 Accounts Payable Report RE: Cheques #52975 to #53026; provided for informational purposes.
Motion Carried 5-0

- b) Request for Decision RE: Allocation of Unrestricted Reserves

Council requested Administration investigate Canada funding eligibility to ensure that having money set aside in a restricted reserve or a fund dedicated to a particular project will not disqualify the city from accessing infrastructure funding in future.

- C18-36-08** Moved by Mayor Potoroka, seconded by Councillor Johnson that council approve the unrestricted cash to be allocated as follows:
 - Transfer to restricted reserves \$665,681;
 - Elimination of the Debenture;
 - Estimated 3-month operating cushion \$ 1,458,267;
 - The remaining being set aside in a dedicated account for the purposes of accessing other infrastructure funding programs.
 Motion Carried 5-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

- a) Request for Decision RE: Contract Award – Development Incentive Policy and Development Cost Charges Program Design

- C18-36-09** Moved by Councillor Kendrick, seconded by Councillor Johnson that council does not award the contract for the Development Incentive Policy and Development Cost Charges Program Design.
Motion Carried 5-0

b) Request for Decision RE: Council Appointments

- C18-36-10** Moved by Mayor Potoroka, seconded by Councillor Johnson that council hereby makes the following appointments:
- Bill Kendrick as Council's representative for the Klondike Visitors Association Board, and
 - Molly Shore as Council's representative on the Association of Yukon Communities Board.
- Motion Carried 5-0

c) Request for Decision RE: Volunteer Appreciation

- C18-36-11** Moved by Councillor Kendrick, seconded by Councillor Johnson that council directs Administration to issue 50 Dawson Dollars to each member of the Heritage Advisory Committee, Recreation Board, Dawson Fire Department, City's representative on KDO and the individuals volunteering at the free store to thank them for their service throughout the year, for the total value of \$2,150.
- Motion Carried 5-0

d) removed from agenda

e) Request for Decision RE: Community Grants and Recreation Grants

In response to inquiries of council, the CAO will investigate and report back to council regarding amounts approved for KVA and how it works for approved extensions with the carry-over of funds.

- C18-36-12** Moved by Councillor Johnson, seconded by Councillor Kendrick that council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$8,700; and the Recreation Grants, as recommended by the Recreation Board in the amount of \$6,100.
- Motion Carried 5-0

f) Council Travel Approval RE: 2018 Elected Officials Training in Whitehorse

- C18-36-13** Moved by Councillor Johnson, seconded by Mayor Potoroka that council approves travel for members of council to attend the Elected Official Training in Whitehorse November 15 to 17, 2018.
- Motion Carried 5-0

Agenda Item: Bylaws and Policies

a) 2018 Land Sale Bylaw No. 3 Bylaw #2018-15 RE: Administrative Amendment

- C18-36-14** Moved by Councillor Kendrick, seconded by Mayor Potoroka that council accept an administrative error to correct typographical errors in the 2018 Land Sale No. 3 Bylaw #2018-15.
- Motion Carried 4-1
- Councillor Johnson called for a recorded vote:
For: Mayor Potoroka, Councillor Ayoub, Councillor Kendrick, Councillor Shore
Against: Councillor Johnson

Agenda Item: Correspondence

- C18-36-15** Moved by Councillor Kendrick, seconded by Councillor Johnson that council acknowledge receipt of the following correspondence:
- Chief Roberta Joseph RE Dawson City OCP Review
 - Chief Roberta Joseph RE Moosehide Slide Municipal Historic Site
 - Minister Streicker to Association of Yukon Communities RE: Municipal Board Nominations
 - Ilka Lasevitz, YLIP Coordinator RE: Yukon Local Immigration Partnership Advisory Committee Member
 - Duka Environmental 2018 Nuisance and Vector Mosquito Control Program, Summary Report
 - Residents RE: Naming of 99-15 Road
 - RCMP, Dawson Detachment, "M" Division – October 2018 Policing Report
 - Mayor Bodie, Village of Carmacks
 - Mayor Bolton, Village of Mayo
 - Mayor O'Brien, Town of Watson Lake
 - Mayor Curran, Village of Teslin
 - Dr. Karen Barnes, Yukon College President
 - Committee of Whole Meeting Minutes #CW18-25 & #CW18-27
- For informational purposes.
Motion Carried 5-0

Agenda Item: Public Questions

- C18-36-16** Moved by Councillor Kendrick, seconded by Councillor Johnson that council move into committee of the whole for the purposes of question period.
Motion Carried 5-0

Diana Andrew inquired if the debenture from 2006 was set up during the trusteeship and if the total amount was a Recreation Centre debenture or if it was due to the financial position of the city at that time. Council confirmed the debenture was set up during the trusteeship, and that it was understood the denture was to pay the bills on the Recreation Centre.

Dan Davidson noted they have been trying to work something out with the RCMP to have the police blotter back in the paper, and inquired if council had any objection to him about talking with them about using the RCMP's monthly report council for the basis of that. Council informed him they had no objection.

- C18-36-17** Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole revert to council to proceed with the agenda.
Motion Carried 5-0

Agenda Item: In Camera Session

- C18-36-18** Moved by Councillor Johnson, seconded by Mayor Potoroka that council move into a closed session of committee of the whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing a land related matter.
Motion Carried 5-0

C18-36-19 Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole revert to an open session of council to proceed with the agenda.
Motion Carried 5-0

Agenda Item: Adjournment

C18-36-20 Moved by Mayor Potoroka, seconded by Councillor Kendrick that council meeting #C18-36 be adjourned at 8:36 p.m. with the next regular meeting being December 10, 2018.
Motion Carried 5-0

THE MINUTES OF COUNCIL MEETING C18-36 WERE APPROVED BY COUNCIL RESOLUTION #C18-__-__ AT COUNCIL MEETING #C18-__ OF DECEMBER 10, 2018.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

DRAFT

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

AGENDA ITEM:	2019 Provisional Budget	
PREPARED BY:	Cory Bellmore	ATTACHMENTS: <ul style="list-style-type: none"> ▪ 2019 Provisional Budget
DATE:	December 7, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION:	<ul style="list-style-type: none"> ▪ 	

RECOMMENDATION

THAT Council adopt the 2019 Provisional Operating Budget as presented.

ISSUE / PURPOSE

The purpose of passing a provisional budget is to establish spending authority and to ensure the continuity of business of the City while the actual 2019 Operating and Capital Budgets are prepared.

BACKGROUND SUMMARY

It is a requirement to pass by resolution a provisional operating budget prior to the end of the calendar year. This ensures the continuity of business while the actual budgets are being finalized.

ANALYSIS / DISCUSSION

The 2019 provisional operating budget is a mechanism to ensure business continuity and thus reflects a modest annual average increase of CPI across Canada of 1.4% applied to the 2018 final budget along with some initial adjustments that would be expected to be included in the upcoming 2019 budget.

- This includes items such as planned and completed work in 2018
- Expected eliminated expenses such as interest on long term debt

Any further adjustments for planned work will be contemplated in the 2019 Operational and Maintenance budget.

Passing a provisional budget will allow the City to continue its provision of services while an actual budget is finalized and passed.

ALIGNMENT TO OFFICIAL COMMUNITY PLAN & STRATEGIC PRIORITIES

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE: <i>C. Bellmore</i>
DATE:	December 7, 2018	

**City of Dawson
2019 Provisional**

2019 Provisional

		Provisional 2019
REVENUE:		
General Municipality:		
	General Taxation	2,039,559
	Grants in Lieu of Taxes	977,955
	Grants	2,332,209
	Penalties and Interest	29,507
	Other Revenue	54,961
	Sale of Services	74,194
Total General Municipality:		5,508,386
Special Projects/Events		
		-
Cable		
		274,086
Protective Services:		
	Fire Protection	28,899
	Emergency Measures	
	Bylaw Enforcement	4,056
Total Protective Services:		32,955
Public Works:		
	Water Service	801,953
	Sewer Service	635,843
	Waste Management	253,255
	Other Revenue	207,268
Total Public Works:		1,898,320
Public Health - Cemetery		
		3,042
Planning		
		45,210
Recreation:		
	Recreation Common	35,356
	Programming & Events	60,941
	AMFRC	52,907
	Water Front	47,658
	Pool	32,341
	Green Space	12,162
Total Recreation:		241,365
TOTAL REVENUE:		8,003,364

**City of Dawson
2019 Provisional**

		Provisional
EXPENDITURES:		2019
General Municipality:		
	Mayor and Council	138,752
	Elections/Referendums	-
	Grants/Subsidies	149,565
	Administration	1,090,870
	Other Property Expenses	18,459
	Municipal Safety Program	16,658
Total General Municipality:		1,414,304
Special Projects/Events		-
Cable		277,616
Protective Services:		
	Fire Protection	483,864
	Emergency Measures	29,185
	Bylaw Enforcement	126,553
Total Protective Services:		639,602
Public Works:		
	Common	300,559
	Roads and Streets - Summer	141,671
	Roads and Streets - Winter	256,421
	Sidewalks	59,071
	Dock	14,682
	Surface Drainage	88,570
	Water Services	998,051
	Sewer Services	316,404
	Waste Water Treatment Plant	315,000
	Waste Management	357,916
	Other	475,484
Total Public Works:		3,323,828

**City of Dawson
2019 Provisional**

		-
	Public Health - Cemetery	15,210
	Planning	319,209
		-
	Recreation:	
	Recreation Common	405,687
	Programming & Events	267,510
	AMFRC	592,461
	Water Front	67,227
	Pool	282,894
	Green Space	305,224
	Total Recreation:	1,921,003
		-
	TOTAL EXPENDITURES:	7,910,771
	NET OPERATING SURPLUS BEFORE RESERVE TRANSFER	92,593
	NET SURPLUS/DEFICIT	92,593

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

AGENDA ITEM:	Pool Wall Repair and Flooring Replacement Contract Award and Request for Gas Tax Funding RFD	
PREPARED BY:	T. Buhler	ATTACHMENTS: <ul style="list-style-type: none"> ▪ Dawson City Swimming Pool Upgrades: Pool Wall Repair and Flooring Replacement Terms of Reference
DATE:	Nov. 29, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION:	<ul style="list-style-type: none"> ▪ Official Community Plan 	

RECOMMENDATIONS

That Council award the Pool Wall Repair and Flooring Replacement contract to Master Pools Alta Ltd. for \$483,778.00 (plus GST) as per their submitted bid.

That Council directs Administration to apply for \$541,831.36 Gas Tax Funding.

ISSUE

To award the Pool Wall Repair and Flooring Replacement contract and obtain funding.

BACKGROUND SUMMARY

Installed in 2000, the Dawson City Swimming Pool requires upgrades to ensure continued use of this facility. These upgrades are for materials like the pool wall membrane and flooring that have reached the end of their lifecycle.

These upgrades include:

- the replacement of the pool structural supports (completed April 2018),
- the replacement of pool deck sill plates (completed May 2018),
- the replacement of the pool wall membrane (proposed), and
- the replacement of pool deck and accessory space flooring (proposed).

The original intent of the project was to submit all upgrades in one Gas Tax Application. This application for Gas Tax funds was approved by Resolution C18-03 however because of time constraints associated with material procurement only the amount designated for the OHS required structural supports and the pool deck sill was submitted (\$110,405.04) to ensure work was completed in time for the pool operating season.

Estimates for the upgrades listed above, provided by NC Aquatics, the only Canadian supplier of Myrtha brand products, totalled \$306,250.00. It has since been determined, based on competitive bids received for the remaining work that estimates provided to the City of Dawson in 2017 were not representative of actual costs. See Analysis / Discussion.

ANALYSIS / DISCUSSION

The scope of work for the upgrades was submitted to Council and approved by Resolution C18-03. The Request for Proposal: Pool Wall Repair and Flooring Replacement was issued for tender on September 26, 2018 and closed November 6, 2018. Two (2) bids were received, however one (1) bid was declared non-compliant as it did not meet the minimum requirements for submission.

Therefore, Administration Recommends that the Pool Wall Repair and Flooring Replacement Contract be awarded to Master Pools Alta Ltd for \$483,778.00. Administration would like to request permission to apply for \$541,831.36 Gas Tax Funds to cover the cost of the contract price, a 10% COD project contingency, and 2% COD project management cost.

	\$483,778.00	contract price
+	\$ 48,377.80	10% COD project contingency
+	\$ 9675.56	2% COD project management
=	\$541,831.36	total project cost

OPTIONS


1. That Council award the Pool Wall Repair and Flooring Replacement contract to Master Pools Alta Ltd. for \$483,778.00 (plus GST) as per their submitted bid, or
 2. That Council not award the Pool Wall Repair and Flooring Replacement contract.
- AND
1. That Council direct Administration to apply for \$541,831.36 Gas Tax Funding, or
 2. That Council direct Administration to not apply for Gas Tax Funding.

ALIGNMENT TO OFFICIAL COMMUNITY PLAN & STRATEGIC PRIORITIES

3.5 Parks and Recreation

(b) Maintain and develop quality recreational infrastructure and facilities.

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	Dec 7, 2018	



CITY OF DAWSON

Pool Wall Repair and Flooring Replacement Schedule A: Terms of Reference

1.0 Objective

The City of Dawson is seeking the services of a Myrtha brand Authorized installer to submit a proposal to repair the pool wall and replace the flooring at the Dawson City Swimming Pool, Yukon for a Stipulated Price in accordance with the Contract Documents.

2.0 Background

Installed in 2000, the Dawson City Swimming Pool is a pre-engineered modular system designed and manufactured by Myrtha in Italy. It may be necessary to seek the advice from Myrtha with respect to possible remedial actions.

The Dawson City Swimming Pool is an interior “seasonal” pool with the season running from May through to September each year. During the winter months the pool and plumbing is drained, and the building is not heated. It is a combination lap/leisure pool with a beach entry ramp and 25m swimming lanes. The pool is a “skimmer” profile pool with a tile border, PVC coated wall panels, and Myrtha floor membrane.

In the spring of 2017, while filling the pool, Facility Operators discovered leaking at the base of the pool wall in the crawlspace below. The pool was drained, and a vinyl repair patch was adhered to the vertical panel joints up to the underside of the tile line. The pool was refilled, and Facility Operators reported significant improvement but that there was still water loss from above the tile line.

Leaks in the pool wall allowed water to pool in the area of the support structure. Over time, this led to various stages of corrosion on the supporting struts and various stages of rot on the wooden sill plates. These supporting struts and wooden sill plates were replaced with new in 2018.

On August 31, 2017 Yukon Engineering Services provided a structural assessment of the swimming pool structure based on the findings from their August 17, 2017 on-site inspection. The assessment included a recommendation to repair and reseal permanently the suspected or identified leak points.

The pool decking and change room flooring is currently clad in an epoxy deck finish that has been patched numerous times and requires frequent ongoing repairs likely due to the wide variations in temperature the building experiences. During the May to September operating season, the building is heated and maintains a +30C temperature. In the off season, the building is not heated and can reach temperatures of -40C or lower.

3.0 Scope

3.1. **This project will develop and implement a permanent Myrtha approved repair solution for the pool wall to eliminate water loss through the wall panels.**

3.1.1. This solution must:

- .1 Ensure proper preparation of the pool wall to receive the membrane. This includes tile removal.
- .2 Eliminate the migration of water through the panel joints from the floor to the pool deck. This may include cleaning, patching and install of PVC in tile recess at waterline.
- .3 Eliminate the migration of water through the membrane from the floor to the pool deck.
- .4 Eliminate the use of wall tile and grout and provide a continuous membrane on to the pool deck.
- .5 Include repainting of the lane markings to accommodate the existing four-lanes.
- .6 Include new face-plates / grilles / gaskets for the beach gutter, skimmers, and floor returns.
- .7 Eliminate the water / air bubble located close to the floor drain at the bottom of the beach entry and ensure membrane is resealed.
- .8 Include identification and reporting to owner of any discovered issues that require repairs before refinishing.

3.2. **This project will develop and implement a permanent replacement solution for the pool flooring.**

3.2.1. This solution must:

- .1 Ensure proper preparation of all floor surfaces to receive flooring.
- .2 Create a fully waterproof floor system and eliminate the migration of water to the subfloor. Flooring on the pool deck area may be a different material than that of the changeroom, hallway, office, or other space flooring if one flooring solution cannot be found to meet the requirements of all spaces.
- .3 Connect with the pool membrane to ensure an impermeable seal between the two materials, extend up the natatorium walls a minimum of 100mm, and cover the area shown in Appendix B.
- .4 Allow for transition between new flooring and existing flooring at locations not to be covered, for example, at doors to mechanical room and exterior doors and at locations where two different flooring types meet.
- .5 Allow residual water from users moving in and out of the pool / splashing to drain to existing drains located on the pool deck and in the change room area. (Additional drains and plumbing may be required and may be added via CCO).
- .6 Be proven to withstand fluctuations in temperature between +30C and -40C and require little or no maintenance other than cleaning.
- .7 Be aesthetically pleasing and compatible with the current pool interior as per City of Dawson review of proposed product and installation.
- .8 Include waterproof details for securing pool ladders and stanchion anchors.

- .9 Include compatible PVC deck drains.
- .10 Include identification and reporting to owner of any discovered issues that required repairs before refinishing.

4.0 **Approach**

- 4.1. The work will be completed during the pool off season, and specifically March 18 to April 30, 2019, when costs to heat the pool are less than winter.
- 4.2. If access to the crawlspace is required, the Contractor will work with City of Dawson Project Manager and City of Dawson Fire Department to implement the ***Swimming Pool Deck Crawlspace Confined Space Entry Program***.
- 4.3. If access to the crawlspace is required, the Contractor will gain access to the crawlspace through a 1200mm wide x 1275mm tall horizontal hatch located in the interior of the building. See ***Crawlspace Access Plan***.
- 4.4. The crawlspace height varies between 1200mm and 1500mm throughout. Obstacles in the form of ducting and plumbing lines are located in the area around the hot tub and the northwest corner, however access to this area can still be maintained.
- 4.5. If access to the crawlspace is required, all people entering the crawlspace (crew, engineers, etc.) must have *Confined Space Entrant and Standby Person Certification*.
 - Low overhead clearance
 - Complex layout
 - Maneuverability
 - Possibility of entanglement
 - Piping systems and electrical lines
 - Rodents/insects
 - Poor illumination/visibility

It is the responsibility of the Contractor to ensure access to the space follows the requirements for confined space entry.

- 4.6. The Work should be in accordance with Occupational Health and Safety Requirements.
- 4.7. The Contractor shall be responsible for all applicable permits (including costs), arranging for inspections, and final certification of the Work.
- 4.8. The Contractor shall provide the materials, labour and equipment needed to perform the Work.
- 4.9. The Contractor shall remove and dispose of all waste from the site and ensure the site is cleaned sufficiently to allow for immediate pool usage.

5.0 Resources

Award of this work is contingent on appropriation of funds. This work is reliant on various grants, the results of which will only be known after tender closing.

6.0 Results

6.1. Upon completion of the Work, the Contractor will provide the City of Dawson with a fifteen-year warranty on materials and a one-year warranty on workmanship.

7.0 Timing

Tentative Project Start date is **March 18, 2019.**

Tentative Project Deadline is **April 30, 2019.**

End of Terms of Reference

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	Subdivision Application #18-115: Lots 1-3 Block I Ladue Estate (Downtown Hotel)	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: 1. Subdivision Application #18-115 2. Map of Proposed Subdivision
DATE:	November 6, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Municipal Act Official Community Plan Zoning Bylaw Subdivision Bylaw	

RECOMMENDATION

1. That Council approve Subdivision Application #18-115, subject to the following conditions:
 - 1.1. The applicant submit a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
 - 1.2. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
 - 1.3. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
 - 1.4. The applicant shall enter into a Licence of Occupation for awnings encroaching onto City of Dawson property.

ISSUE

Subdivision Application #18-115 was received on September 14, 2018. The applicant is requesting to consolidate Lots 1-3 and southerly 4 ½ feet of Lot 4, Block I, Ladue Estate, to legitimize a legally non-conforming use.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Comments

The application was circulated to all department heads, and no negative impacts were identified. The application was also circulated to every property owner in a 100m radius of this property, inviting comments and questions. No comments in opposition to this application were received at the time of writing this report.

Subdivision By-Law

Subdivision Control By-Law S3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the Official Community Plan, the Zoning Bylaw, and the Subdivision Control Bylaw. The Analysis/Discussion section of this report is intended to discuss the proposal's conformity with the provisions outlined in the relevant legislation, policies, and plans.

Municipal Act

The Municipal Act S. 314 details the requirements for any proposed plan of subdivision to have direct access to the highway to the satisfaction of the approving authority. In this case, there is no new access, and therefore this section does not apply.

S. 319 stipulates that an approval may be valid for a period of up to twelve months. If the applicant has not provided proof that the conditions of approval have been met, under the Act approval is void. The applicant can request an extension of a further twelve months, which may be granted in whole or in part, at the discretion of the approval authority.


Official Community Plan

The property is currently designated as DC – Downtown Core. Uses associated with this designation include multi-unit buildings and free-standing commercial and mixed-use structures. Therefore, the consolidated lot would retain the same designation. Any new use or development on the proposed lots would be required to conform to the OCP designation, or else apply for an OCP Amendment.

Zoning By-Law

The property is currently zoned C1 – Core Commercial. The Zoning By-Law is intended to implement the goals of the OCP. Therefore, the purpose of the C1 zone as per the Zoning By-Law is to permit a vibrant mix of commercial and mixed-use structures. A full range of permitted uses and associated provisions are contained in the Zoning By-Law, and any future development of the proposed lots must also conform with the Zoning By-Law. No zoning discrepancies were identified on this lot as a result of this consolidation. However, it was noted that several awnings on the building encroach onto City of Dawson boardwalks. This is not a practice that is currently allowed within the Zoning By-Law for liability reasons. Recent practice has been to require applicants wishing to use this type of feature to enter into a Licence of Occupation. This arrangement allows applicants to create historic-style boardwalk awnings with no additional municipal liability.

It is also noted that this consolidation application is the result of the applicant’s request to construct a rear addition for a new loading dock with a covered roof, which could not be approved due to the legally non-conforming nature of the structure. The consolidation legitimizes the status of the building as compliant, which means the structure would be eligible to receive a development permit for an addition, pending final zoning assessment.

APPROVAL	
NAME: Cory Bellmore, CAO	SIGNATURE: 
DATE: November 21, 2018/Dec 7, 2018	



THE CITY OF DAWSON

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

PAID
SEP 14 2018
30353

OFFICE USE ONLY	
APPLICATION FEE:	105-
DATE PAID:	14/09/18
PERMIT #:	18-115

SUBDIVISION/CONSOLIDATION APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

CIVIC ADDRESS: 1026 2nd Ave VALUE OF DEVELOPMENT: _____

EXISTING USE OF LAND / BUILDINGS: Hotel

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development, including the legal description (lot, block, estate, plan) of each part to be subdivided/consolidated.

Lots 1-3 Block I Ladue Estate. Plan 83389
to be consolidated.
-as per city request.

and southerly 4 1/2 feet of Lot 4 - added at request of applicant on 20-11-2018

APPLICANT INFORMATION

APPLICANT NAME(S): Stephen Lancaster

COMPANY NAME: 535551 Yukon Inc o/a Downtown Hotel

MAILING ADDRESS: PO Box 780 POSTAL CODE: Y0B1G0

EMAIL: maintenance@downtownhotel.ca FAX #: _____

PHONE #: 867-993-3033 ALTERNATE PHONE #: 867-993-5346

OWNER INFORMATION

OWNER NAME(S): Dawson Downtown Ltd Partnership

MAILING ADDRESS: PO Box 780 POSTAL CODE: Y0B1G0

EMAIL: maintenance@downtownhotel.ca FAX #: _____

PHONE #: 993-3033 ALTERNATE PHONE #: _____

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

FURTHER INFORMATION

ACCESS: Does the proposed development require additional access to any public road or highway? If yes, please name the road and describe the location of the proposed access.

no

WATER: Is the land situated within 0.5 miles of a river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch? If yes, please name the body of water and describe the feature.

Yukon River.

TOPOGRAPHY: Describe the nature of the topography of the land (flat, rolling, steep, mixed), the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc. & sloughs, creeks, etc.), and the kind of soil on the land (sandy, loam, clay, etc.).

Flat lots

EXISTING BUILDINGS: Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved:

Single structure - to stay.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw No. 12-27 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/ WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

Sept 5/18
DATE SIGNED

SEP 5/2018
DATE SIGNED


SIGNATURE OF APPLICANT(S)


SIGNATURE OF OWNER(S)

Consolidation Layout



Site Plan of Proposed Addition, DP Application #18-080



Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	Request to Purchase: Lot Enlargement Lot 18, Block Z, Ladue Estate	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: 1. Letter of Request
DATE:	September 17, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Official Community Plan Sale of Municipal Lands Policy #14-04 Sale of Municipal Lands Policy #2018-03 Bylaw #01-29: Albert Street Permanent Road Closure	

RECOMMENDATION

It is respectfully recommended that:

1. Council not accept the offer to purchase land adjacent to Lot 18, Block Z, Ladue Estate at this time.

ISSUE

The owners of Lot 18, Block Z, Ladue Estate have submitted a request to purchase, with two presented options: Option 1 is to purchase a portion of Albert Street, and Option 2 is to purchase a portion of Albert Street and a portion of Lot 16, Block X, Ladue Estate.

BACKGROUND SUMMARY

This request is subject to the Sale of Municipal Lands Policy. In the interest of fairness to the applicant, analysis is based on the Sale of Municipal Lands Policy #14-04, because the letter was drafted on August 23, 2018, and the Sale of Municipal Lands Policy #2018-03 did not come into effect until September 18, 2018. However, additional analysis based on #2018-03 is included in the discussion as well for reference.

It is also worth noting that the portion of Albert Street brought into question by this application has already been closed “to allow for the expansion of Lot 8” by Bylaw #01-29, which passed third reading on October 29, 2001. The survey to the lot expansion was registered at the Land Titles Office on November 28, 2001.

ANALYSIS / DISCUSSION

As per the Sale of Municipal Lands Policy, this application was circulated to all departments for review and comment to determine whether the land could be considered surplus. No comments or concerns were raised by departments other than Community Development and Planning. Administration recommends that Council not accept the request to purchase, based on the following assessment completed by Community Development and Planning.

Section 5 of Policy #14-04 states that any land that does not fall into the category of a) Country Residential Lot; b) serviced urban residential lot; or c) permanently closed roadway “may be deemed surplus


by Council and may be disposed of in a manner determined by Council”. Administration is not prepared to recommend that Lot 16 or parts thereof (as requested in Option 2) be deemed surplus. All of the undeveloped lots in that area of town are owned by the City of Dawson and as such fall under the jurisdiction of the municipally-owned land inventory currently in its beginning stages at the administrative level. The purpose of this inventory is to determine what municipally-owned land is suitable for disposition and/or development. It would be pre-emptive, from the perspective of administration, to subdivide a vacant lot for consolidation with an existing privately titled lot, when that lot is under consideration for development/disposition under the umbrella of a larger project.

Similarly, s. 9(a) of Policy #14-04 states that “where City Council has passed a bylaw for the purpose of permanently closing a municipal roadway, the CAO may dispose of the land ... [if all departments are] consulted regarding the possible disposition to ensure that there is no significant municipal interest in the land”. All departments have been consulted, and administration feels that the municipally-owned land inventory project is sufficient municipal interest in the land to recommend not approving this request. Given the current lot configurations, selling the remainder of Albert Street would limit the City’s ability to access the lots in that area. It is noted that a portion of the road has already been sold. There are many examples throughout town of road rights-of-way being disposed of for development prior to full planning exercises that later make it challenging to develop in the most intuitive and cost-effective way. Therefore, it is not recommended to completely block this access with a surveyed parcel until such planning assessments are completed. If it is determined through the study that some/all of the land in the adjacent blocks is considered not developable or marginally developable, a new application could be considered in the context of that new information. Some work has been done historically in this area, and if the reports can be located, this work will help staff to assess the developable lots in this area under a future planning project. Council can make this planning project a priority for 2019 if they so choose.

This view is supported in the new Sale of Municipal Lands Policy #2018-03, which identifies deeming land as surplus as a criterion for release. S. 8(b) states that “disposition of permanently closed roadways, or portions thereof, shall only occur if the disposition does not remove or restrict access to any other surveyed parcel”. Therefore, the new Policy supports administration’s view that it should be determined if any lots in that area will be developed, prior to restricting access to them by selling the remainder of the road right of way. This view is also consistent with the position taken in other similar circumstances. For example, Council has taken the position that Yukon Government Spot Land applications should not be accepted until the area in question has been assessed and planned for future development. Alternatively, lot enlargements have been approved in established areas to ‘clean up’ undevelopable parcels. Administration feels that this proposal is more in line with the first of these scenarios.

Finally, in the Official Community Plan, this area is identified as UR: Urban Residential, though the Draft Official Community Plan #2018-08, which has passed first reading, identifies this area as Future Planning, in support of the above-mentioned area planning project. While the new OCP is not enforceable until it passes third and final reading, it is valuable to consider what the most recent assessment of this land has to offer to the conversation.

A second option which has been discussed is a License of Occupation for the requested land. This may be a good starting point so that the applicant can use the land legally as a temporary solution until such time as a planning study in the area is completed and a long-term plan for the area is completed.

APPROVAL	
NAME: Cory Bellmore, CAO	SIGNATURE: 
DATE: November 21, 2018	

August 23, 2018

City of Dawson
Box 308
Dawson City Yukon
Y0B1G0

Dear Clarissa:

Re: Lot Enlargement to Lot 18, Block Z Ladue Estate

Our intentions to apply, purchase, and amalgamate property adjacent to our residence has been identified since the early 2000's. Presently, I believe bylaws and policies are better defined so that lot enlargement can be considered.

We would like to expand our residential property to better accommodate our greenhouse, our raised planters, and contour our property. Our intent, through a local landscaper, is to create a more reasonable slope from our existing property to the proposed area and in so doing, create an accessible, level area for our greenhouse and garden.

We have 2 proposals for consideration.

1. to obtain the area of land that is the remainder to Albert Street. This portion of Albert Street was closed and considered excess prior to 2001. There is 21 feet remaining that borders our property. We would request to purchase a 21 x 45" area as a lot enlargement.
2. Our ideal area for expansion would be not only the 21 x 45 piece that was previously Albert Street, but also an additional 500 square feet from Lot 16 Block X Government Addition. From our inquiries, Lot 16 is at least 3000 square feet, more than 500 square feet larger than the required minimum lot size.

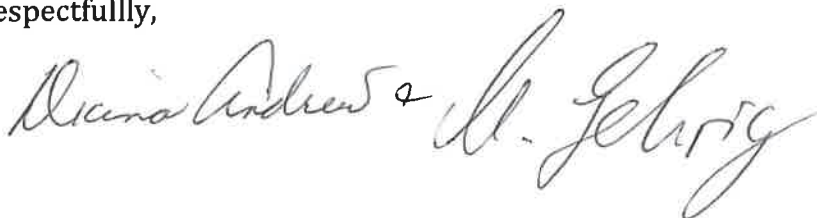
Our understanding of existing policy is that if property, as in Option 1, is deemed surplus, which we believe already happened previous to 2001, that administration has the ability to negotiate with the adjacent land owner. (Section 9c. of the Sale of Municipal Lands Policy #14-04)

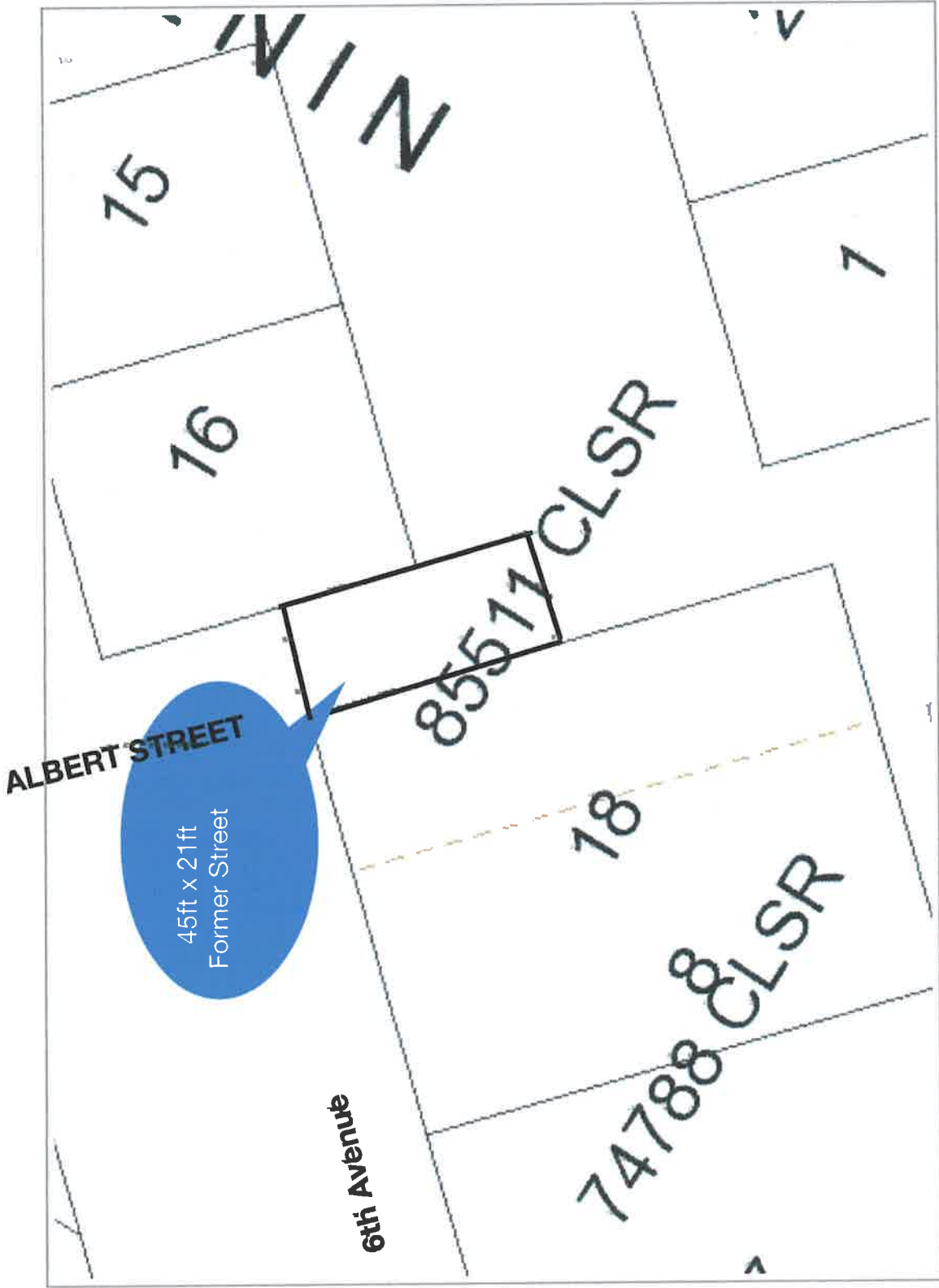
We also believe that previous concerns of this request being considered the "sale of unserviced lots" is clearly addressed in this same policy, (Section 2)

We are enclosing supporting documentation to start a discussion about Option 1 or Option 2. We are aware that if a survey is required, the costs would be the responsibility of the purchaser.

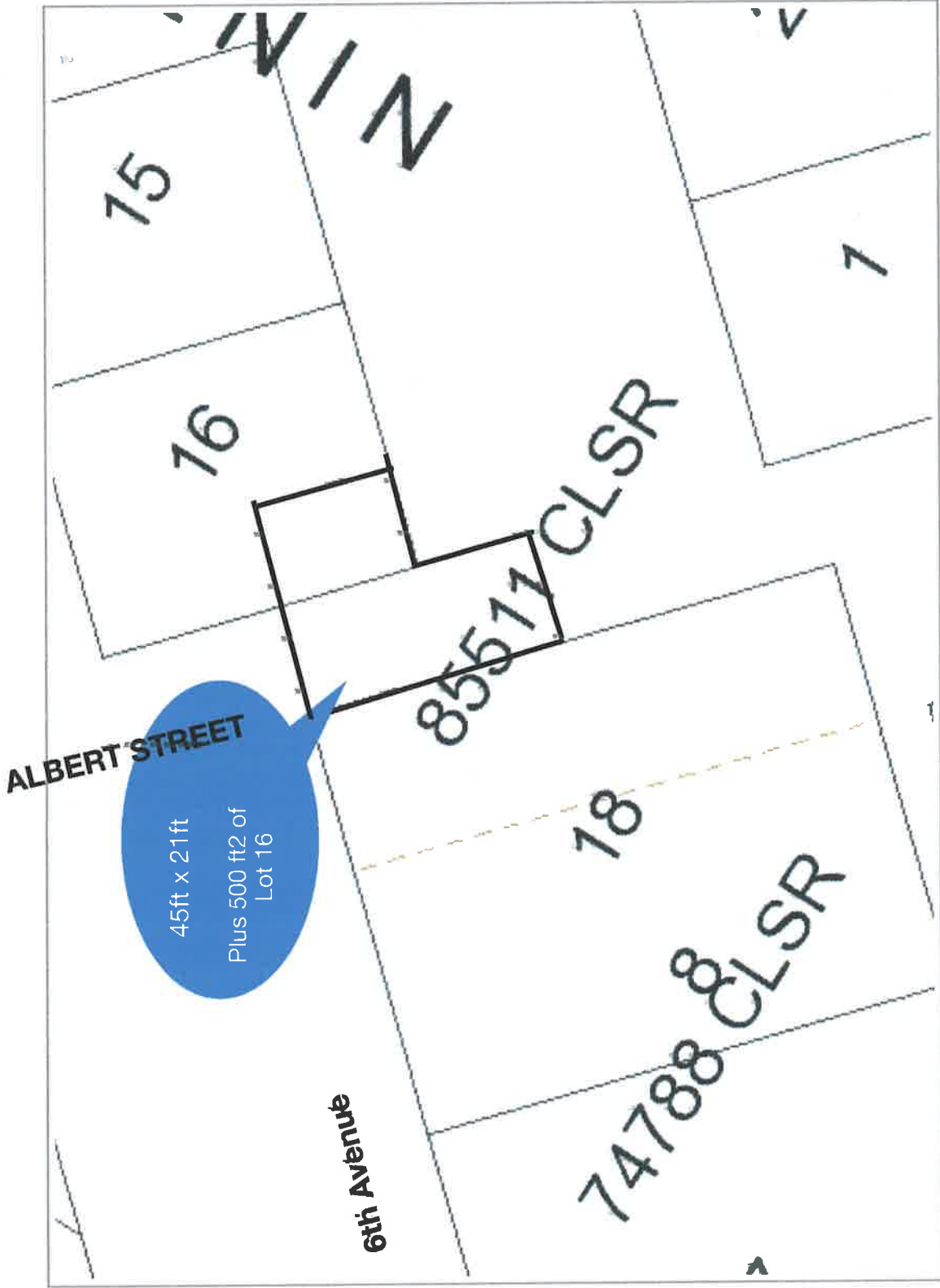
You are certainly welcome to visit our property to see the topography issues and proposed changes.

Respectfully,

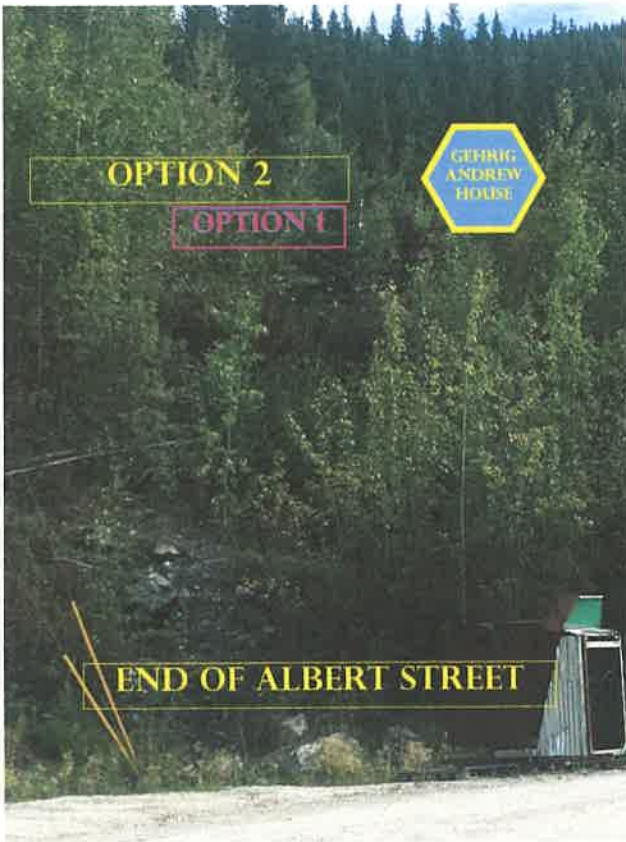
Handwritten signatures of Diana Andrew and A. Gehrig.



OPTION 1



OPTION 2



Albert Street closed prior to 2001
 Half the road width sold in 2001
 Option 1 is remainder width of former Albert Street.

Option 2 is
 Option 1 plus 500 square feet from
 Lot 16 Block X Government Addition.
 (basically the level part of Lot 16)

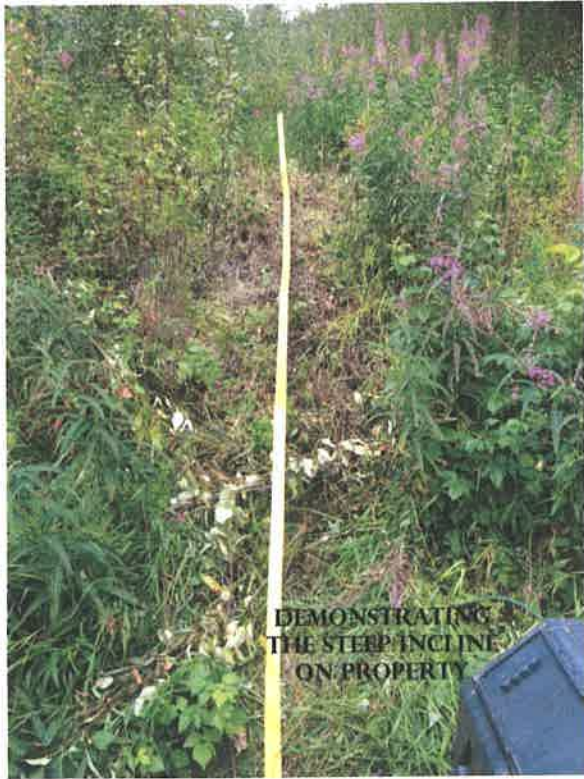


Proposed Changes

Option 1—allow contouring

Option 2—Allow for relocation of greenhouse.

Hill is primarily fill from the excavation of existing property.



Picture taken from existing property line uphill to the edge of closed Albert Street—Option 1



If any further information is required, please contact us at 993 6644 or email 867andrew@gmail.com

We hope this can proceed in a timely manner.

Diana Andrew and Martin Gehrig

1375-7th Avenue, Dawson City



THE CITY OF DAWSON

Civic Addressing Amendment No. 2 Bylaw

Bylaw No. 2018-20

WHEREAS Section 265(j) of the Municipal Act, Revised Statutes of the Yukon 2002, Chapter 154 and amendments thereto from time to time, provides that council may pass bylaws respecting naming of highways within the municipal boundaries; and

WHEREAS it is deemed desirable and expedient to amend the Civic Addressing Bylaw # 15-01;

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 ***Civic Addressing Amendment No. 2 Bylaw***

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) the renaming of 99-15 Road to Harry Leamon Road; and
- (b) assignment of civic addresses to all lots with frontage on 99-15 Road.

PART II – APPLICATION

3.00 Amendment

3.01 That SCHEDULE B, Roads Name Map (City Wide) is hereby amended as follows:

- (a) Unnamed road surveyed as “99-15 Road” be renamed as “Harry Leamon Road”.

PART III – FORCE AND EFFECT

4.00 Severability

4.01 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.



THE CITY OF DAWSON

Civic Addressing Amendment No. 2 Bylaw

Bylaw No. 2018-20

5.00 Enactment

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

6.00 Bylaw Readings

Readings	Date of Reading
FIRST	October 9, 2018
SECOND	
THIRD and FINAL	

Presiding Officer

Chief Administrative Officer



THE CITY OF DAWSON

Civic Addressing Amendment No. 2 Bylaw

Bylaw No. 2018-20

APPENDIX A

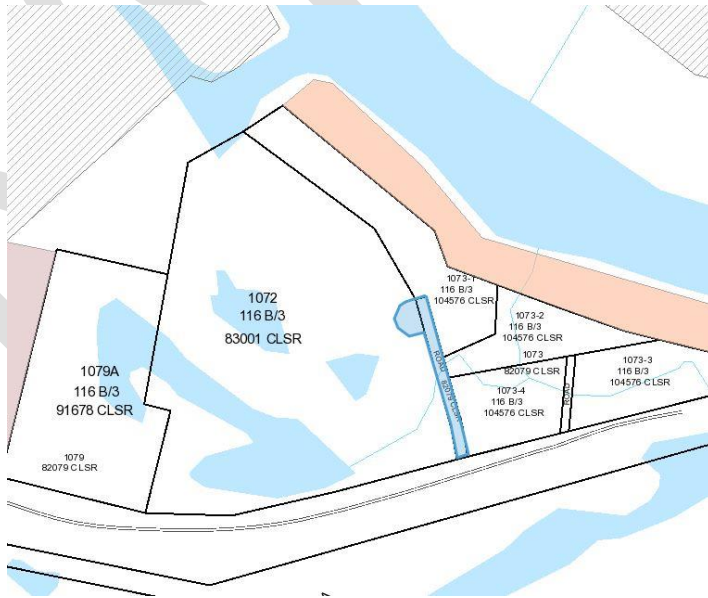


Figure 1. Location of 99-15 Road



Village of Haines Junction

Box 5339 • Haines Junction, Yukon Territory • Canada • Y0B 1L0
Phone: (867) 634-7100 • Fax: (867) 634-2008 • E-mail: admin@hainesjunction.ca

November 9, 2018

Mayor Wayne Potoroka and Council
P.O. Box 308
Dawson City, Yukon Y0B 1G0

Dear Mayor Potoroka and Council:

On behalf of the Village of Haines Junction Council and Staff, please accept my wholehearted congratulations for your success in the recent municipal elections. Your skills and experience will doubtlessly serve your community well.

I look forward to working with you and our fellow Yukon municipalities to continue to foster healthy and happy communities throughout this magnificent territory.

Sincerely,

Thomas Eckervogt
Mayor



RECEIVED

NOV 13 2018

November 1, 2018

Mayor Wayne Potoroka and Council
City of Dawson
Box 308
Dawson City, YT Y0B 1G0

Dear Mayor Potoroka and Council:

The Yukon Heritage Resources Board (YHRB) is an independent advisory and decision-making body with mandates under the Yukon First Nation Final Agreements, the Yukon's *Historic Resources Act*, and Yukon First Nation Heritage Acts. The Board makes recommendations to the governments of Yukon, Canada, and Yukon First Nations regarding the management of a wide range of heritage resources and sites in the Yukon, and is mandated to make determinations related to ownership of certain heritage resources.

I am pleased to send you a copy of the 2017-2018 Annual Report for the YHRB. If you have any questions about the Board's annual report or its activities, please do not hesitate to contact our Executive Director at the address listed below.

Thank you very much for your interest in the Yukon Heritage Resources Board and best wishes for the coming year.

Sincerely,

A handwritten signature in cursive script that reads "Anne Leckie".

Anne Leckie, Chair
Yukon Heritage Resources Board

Enclosure

YESAB

Yukon Environmental and
Socio-economic Assessment Board

November 13, 2018

His Worship Mayor Wayne Potoroka
City of Dawson
Box 308
Dawson City, YT Y0B 1G0

Dear Mayor Potoroka:

The Yukon Environmental and Socio-economic Assessment Board (YESAB) is committed to keeping you informed and engaged in our work. Enclosed is a copy of YESAB's 2017-2018 Annual Report which highlights our activities from April 1, 2017 to March 31, 2018. In this report you will find information about our assessment process and the work that has been done to administer this process throughout Yukon.

If you have any questions regarding our Annual Report, or would like to meet with us, please feel free to contact us at 867-668-6420.

Sincerely,



Wendy Randall
Chair and Executive Committee Member

Enclosure

Committee Minutes

WEDNESDAY, 7th of March, 2018

17:00

Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-02

Facilitators: Brooke Edmonds

Attendees: Angharad Wenz (A/Chair), Patrik Pikálek, Eve Dewald

Regrets: Greg Dumka, Jim Williams

Meeting Called to order at 19:06

Minutes

Agenda Item: Agenda Adoption

Presenter: Angharad Wenz

Resolution: #18-02-01

Second: Patrik Pikálek

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-02 be accepted as **presented**.

Discussion: none.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Patrik Pikálek

Resolution: #18-02-02

Second: Eve Dewald

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Delegations

Mary Ellen Read

Discussion: The applicant is looking to construct a two-storey, 8-Plex with four 2-bedroom suites and four 1-bedroom suites. Committee inquired about the window and door schedules, which Mary Ellen will provide. Committee expressed concern about the lack of balance in the placement of the windows, and that they are too square. Mary Ellen inquired about committee's preference for wood lapse siding or sheet metal to which committee responded that wood is always preferred for residential lots. Committee inquired about the specifications of the railings. Mary Ellen responded that they would be

painted wood, similar to the nurse's residence. Mary Ellen also noted that the building is mostly at street level because they are trying to make the building more accessible.

Agenda Item: Delegations

Lee Manning

Discussion: Lee Manning and company are proposing a row of townhouses for long term rental on the corner of 4th Avenue and King Street to address the city's housing needs. The front elevation would be towards King Street and the zoning is commercial. Lee has not yet submitted an application for development, but is looking for committee's suggestions on the proposed plan of the exterior of the buildings, and whether this aligns with heritage guidelines. Heritage Advisory Committee expressed concerns about using the palace grand as a reference, because the building is atypical and not representative of residential or commercial buildings. Committee noted that balconies and arched windows were not usual for commercial buildings. As the building is larger, wood rather than tin is preferred for the siding, and tin on the roof. Because the building will be in such a prominent location in town, committee would like to see some kind of design on the side elevation. Committee had concerns about the platform stairs around the building (my notes are terrible on this – may need to ask Ags). Committee advised to include a window and door schedule with the development application. Mr Manning and co. responded that they will take committee's suggestions and adjust their plan and application accordingly.

Agenda Item: Revert to HAC

Presenter: Patrik Pikálek

Resolution: #18-02-03

Second: Eve Dewald

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Presenter: Jim Williams

Second: Angharad Wenz

Lee Manning

- Townhouses are also atypical, so committee would need to review and be clear on parameters for such.
- Committee were concerned about the setback of the buildings and are not presently aware of any cases of exact repetition such as this – need to think about how to make it look less artificial (don't want another Westmark). Repetition could be too cookie cutter? Lee's concern about the setback is that the lot is very skinny and to move it back any more would significantly reduce liveable space.
- Committee are interested to see the height of the building in relation to buildings around the lot.

In regards to the amount of apartment buildings being built, committee is concerned about too many being clustered together and too much repetition of the same building.

Discussion:

Agenda Item: Minutes
Resolution: #18-02-04

Presenter: Patrik Pikálek
Second: Eve Dewald

THAT HAC Minutes #17-19 are approved as presented.

Discussion: none.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion: none

Agenda Item: Applications
Resolution: #18-02-05

Presenter: Patrik Pikálek
Second: Angharad Wenz

THAT the Heritage Advisory Committee table Application 18-014 until Jim Williams returns.

Discussion: none.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Unfinished Business

Discussion:

Clare - Patrik inquired about his development application, which he applied for in November. Patrik leaves March 24th until June 15th and is wondering if this can be on the next meeting agenda before he goes? Also, since he'll be away he won't be able to attend meetings between that time.

Ags – going to have to leave before 5:30 at the special meeting so wondered if BOV(?) can be discussed sooner.

CFYT mural – should be discussed in next regular meeting.

Agenda Item: New Business

Lee Manning RE: First Draft of New Apartment

Discussion:

Agenda Item: Adjournment

Presenter: Patrik Pikálek

Resolution: #18-02-06

Second: Eve Dewald

That Heritage Advisory Committee meeting HAC 18-02 be adjourned at 20:10 hours on the 7th of March, 2018.

Discussion: None.

Community Development Officer

HAC Chairperson

Committee Minutes

WEDNESDAY, 21st of March, 2018

17:00

Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-03

Facilitators: Clarissa Huffman

Attendees: Jim Williams (Chair), Eve Dewald

Regrets: Greg Dumka, Jim Williams, Patrik Pikálek

Meeting Called to order at 19:15

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-03-01

Second: Eve Dewald

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-03 be accepted as **presented**.

Discussion: none.

Votes For: 2

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-03-02

Second: Eve Dewald

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 2

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Delegations

n/a

Discussion: none.

Agenda Item: Revert to HAC
Resolution: #18-03-03

Presenter: Jim Williams
Second: Eve Dewald

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none

Votes For: 2

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none.

Agenda Item: Minutes
Resolution: #18-03-04

Presenter: Jim Williams
Second: Eve Dewald

THAT HAC Minutes #18-02 are approved as presented.

Discussion: not approved due to no quorum.

Votes For: 0

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion: none

Agenda Item: Applications
Resolution: #18-03-05

Presenter: n/a
Second: n/a

n/a

Discussion: none.

Votes For: 0

Votes Against: 0

Abstained:0

Agenda Item: Unfinished Business

Discussion:

Application #18-014: Jim likes the canopy roof, suggested that 1/6 trim around doors and windows should be used, with 1/8 corner boards if possible. The doors should also be panelled metal, and the railings and windows are fine. The CDO now has sufficient information to approve the application with conditions, as no significant concerns were raised.

Agenda Item: New Business

Allen Terry Re: Airport

Discussion: Committee would appreciate a steeper pitched roof is possible, as well as corrugated metal cladding. It was suggested that the trim boards could also be metal if this was desirable, they don't need to be wood, as long as they mimic the intent of 1/6 trim boards. Industrial colours would have been grey, off-white, or another neutral colour, but yellow or another bright colour could work if it were a light shade. It would also be appreciated to have a sign on the building in the historic Dawson style.

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #18-03-06

Second: Eve Dewald

That Heritage Advisory Committee meeting HAC 18-03 be adjourned at 20:40 hours on the 21st of March, 2018.

Discussion: None.

Community Development Officer

HAC Chairperson

Committee Minutes

WEDNESDAY, 25th of April, 2018

17:00

Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-04

Facilitators: Clarissa Huffman

Attendees: Jim Williams (Chair), Eve Dewald

Regrets: Greg Dumka, Jim Williams, Patrik Pikálek

Meeting Called to order at 19:09

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-04-01

Second: Eve Dewald

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-03 be accepted as **amended**.

Discussion: none.

Votes For: 2

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Conflict of Interest

Discussion: Greg Dumka for Application 18-032.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-04-02

Second: Eve Dewald

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 2

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Dan Davidson RE: Infill Windows

n/a

Discussion:

Intent of Section 6.6 is to maintain original form and treatments of the structure. Without photo evidence it is difficult to presume what would have been there, therefore; guidelines should be followed.

Agenda Item: Revert to HAC
Resolution: #18-04-03

Presenter: Jim Williams
Second: Eve Dewald

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none

Votes For: 2

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none.

Agenda Item: Minutes
Resolution: #18-04-04

Presenter: Jim Williams
Second: Eve Dewald

THAT HAC Minutes #18-02 and #18-03 are approved as amended.

Discussion: none

Votes For: 0

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion:

There are concerns with row houses, historically they are not there but are permitted in Zoning. A decision needs to be made on how to navigate this. In a commercial zone should it have a commercial faced despite being a residential use? Lower half should reflect a commercial storefront, side elevation that faces the Husky Bus lost should be more interest.

Agenda Item: Applications
Resolution: #18-04-05

Presenter: n/a
Seconder: n/a

THAT the Heritage Advisory Committee approves the amendment of Application 17-011.

Discussion:

No problems with the amendment. Corrugated metal introduces variety because it is mostly cove in that neighbourhood. Not 100% sold on cove only for the front and there is some concern around mixed medium but it would have been common when dealing with incremental development like in Gold Rush Dawson. The wider facia and trim skirting would break up the tin.

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Applications
Resolution: #18-04-06

Presenter: n/a
Seconder: n/a

THAT the Heritage Advisory Committee table Application 18-035 until further discussion with Janet Patterson from Yukon Energy.

Discussion:

It's big plus to have the logos painted onto the building but there is a problem with the logos. Old logo was preferred because it reflected more of the Dawson style font. Upper case block letters are preferred. Dawson Daily News font is a good example. Would they be willing to change the font in the logos?

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications
Resolution: #18-04-07

Presenter: n/a
Seconder: n/a

THAT the Heritage Advisory Committee approves the amendment of Application 18-032.

Discussion:

(Greg stepped down due to conflict of interest). Steeper gable would be ideal, but the steeper gable would lose the window on upper story. What are the dimensions of the parking spaces? A canopy over the door would break it up well.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Presenter: n/a

Resolution: #18-04-08

Second: n/a

THAT the Heritage Advisory Committee table Application 18-030 until further discussion with Robert Milnes.

Discussion:

Clad in board and batten or cove front with tin or board and batten sides and back. Need details on bedroom egress window (will likely be required by code?). There is confusion around floor plan not seeming to match site plan. Are they adding windows? Will need window schedules and the elevations of proposed changes.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Presenter: n/a

Resolution: #18-04-09

Second: n/a

THAT the Heritage Advisory Committee approves of Application 18-029 with conditions.

Discussion:

Like the finger pointing on the sign design but the fonts are all wrong. One of the conditions of the application would be that a Dawson style font be used for "Dawson City Tattoo Shop" and "Side

Entrance". Will the sign be hand painted or a transfer/vinyl? The second condition would be NO VINYL STICKERS. What is the site plan? Is the sign projecting out onto City property?

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

Discussion: none

Agenda Item: New Business

North End Plan

Discussion:

- * Need to find a date for the Committee comments on the concepts.
- * Prospect of moving some historic structures needs Committee review.

Agenda Item: New Business

OCP Update

Discussion:

There was an explanation of the OCP vision and process.

Agenda Item: Adjournment

Resolution: #18-04-10

Presenter: Jim Williams

Second: Eve Dewald

That Heritage Advisory Committee meeting HAC 18-04 be adjourned at 21:00 hours on the 25th of April, 2018.

Discussion: None.

Community Development Officer

HAC Chairperson

Committee Minutes

WEDNESDAY, 16th of May, 2018

17:00

Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-05

Facilitators: Clarissa Huffman, Alex Hallbom

Attendees: Jim Williams (Chair), Greg Dumka, Angharad Wenz

Regrets: Patrik Pikálek, Eve Dewald

Meeting Called to order at 19:03

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-05-01

Seconded: Angharad Wenz

Several late items were presented. HAC agreed to review and address late items as time allowed.

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-05 be accepted as **amended**.

Discussion: none.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-05-02

Seconded: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Delegations

n/a

Discussion: none.

Agenda Item: Revert to HAC
Resolution: #18-05-03

Presenter: Jim Williams
Second: Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none.

Agenda Item: Minutes

HAC Minutes #18-04 were not reviewed and must be pushed forward until the next HAC meeting.

Agenda Item: Business Arising from the Minutes

Discussion: none

Agenda Item: New Business

KDO Re: Apartment Complex

Discussion: Greg Hakonson and Evelyn Pollock delivered presentation on to-be-proposed 8-plex apartment complex. Explained the difference between the present design and the design for KDOs last build. HAC generally supportive of the design and layout of the building. Attractive façade and balcony provide interesting material for the street. There are zoning issues regarding the balcony that overhangs the boardwalk and has support beams coming on the outside edge of the boardwalk. This is not technically allowed and additionally raises liability concerns for the city. CDO indicated that they were looking into potential work-arounds for the project proponents. The HAC stated that this style of balcony is historically precedented and attractive, and that they would like to see it go ahead, if possible.

Agenda Item: Applications

Presenter: Jay J Flynn

Resolution: #18-05-04

Second: n/a

THAT the Heritage Advisory Committee approves of Application 18-044.

Discussion:

This project has several outstanding regulatory issues regarding the staged approach to development (with the first stage being non-compliant with the Zoning Bylaw). HAC was supportive of the false front and porch arrangement for the front of the building. Requested some clarifying information from the project proponents: façade 12” off of entrance boardwalk, building 2” on pilings, other 2 units will be attached to initial buildings, tin on sides will be galvanized. Jim Williams clarified that the rest of the project will need to reapply and come through the HAC again.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Presenter: n/a

Resolution: #18-05-05

Second: n/a

THAT the Heritage Advisory Committee table Application 18-020 until further information is included in the application.

Discussion:

This structure is pre-existing. Currently a free-standing shed but being moved as an addition off of the back of the main structure. Rough board and baton sides is ok and will visually break up the large main structure. Roof pitch is not sufficiently steep for historic standards and perhaps is a code issue. The site plan does not indicate the orientation of the shed on the lot. Which side will the door face?

Information Needed: Information regarding orientation of shed. Plan for changing roof pitch to 3/12 at minimum.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

Presenter: n/a

Second: n/a

THAT the Heritage Advisory Committee is not required to approve Application 18-035 as it is an administrative issue.

Discussion:

The proposed sign painted on the Yukon Energy building is a logo, and therefore the heritage lettering and fonts regulations do not apply. Does not require HAC review.

Agenda Item: Unfinished Business
Resolution: #18-05-06

Presenter: n/a
Seconder: n/a

THAT the Heritage Advisory Committee table Application 18-030 until further information is included in the application.

Discussion: New information delivered does not fully clarify the plans for renovating shed into living quarters. There is very limited information provided regarding what the structure will look like when completed, so the HAC is unable to assess the application. Board and baton cladding is ok. *Some zoning issues: maximum height for accessory structure in R1 is 20", minimum set-back for interior lot boundary is 5" for a dwelling.*

Information Needed: Window and trim details needed (floor plan does not match pre-existing windows); if the entrance is to remain as in the photo information regarding railings and deck are needed; basic sketch of what the structure will look like from the outside.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

Discussion: HAC Reviewed North End Plan draft concepts. There were concerns regarding cul-de-sacs not being historic. HAC wondered whether or not 3rd should be maintained as an entry into the North End. Major concerns regarding traffic flows will need to be addressed in the plan. Historic buildings will need to be moved in either concept; an assessment should be completed regarding whether or not these structures can be moved without damage. There are several informal occupations within the

planning area, including encroachments on City property (HAC argues that these encroachments should be asked to move) as well as the window house (which currently has people living in it). Regarding tent platforms, as they are not rare and the examples in the plan area are not exceptional, they should be maintained if possible but can be disturbed in order to facilitate development as the better examples are on steep, undevelopable sites. Edward street is shown in the plan concepts as a surveyed lot, HAC position is to open historic Edward St. as a street.

Agenda Item: New Business

Re: historic buildings on the Klondike Kate's lot

Discussion: HAC discussed historical buildings that are for sale on the Klondike Kate's lots. The Transportation Building, especially, identified as key historic building. No plans in place yet, development permits will be needed to move the buildings. This item tabled until applications come in front of the HAC.

Agenda Item: New Business

Re: New Windows for St. Mary's

Discussion: The goal of the project proponents is to keep the windows as close to the originals as possible, while upgrading to PVC triple pane windows for energy efficiency. The church is already modified and is not a "museum piece." Some modifications are ok, but allowing PVC windows on major historic buildings sets a precedent that the HAC is not very comfortable with. False muntins are OK, but the major issue is plastic vs. wood. The HAC position is that new wood framed high-efficiency windows would be ok, but otherwise the preference is for a thermal insert to increase the energy efficiency of the windows without effecting the exterior.

Agenda Item: Applications

Resolution: #18-05-07

Presenter: Clarissa Huffman

Seconder: n/a

THAT the Heritage Advisory Committee approves of Application 18-045.

Discussion:

Clare delivered brief overview of process. HAC reminded that railings will need to comply with heritage rules. Windows are being replaced from 2 to 3 pane but will remain aesthetically and functionally the same. HAC preference is for the first story to be board and baton instead of vertical ship lap.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: New Business

Re: Work being done w/o permit on relocated crib

Discussion: Work without permit sets poor precedent for HAC and city bylaw. No substantial issues at present regarding actual work being done. CDO will attempt to get permit in front of the committee.

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #18-05-08

Seconded: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-05 be adjourned at 21:00 hours on the 16th of May, 2018.

Discussion: None.

Community Development Officer

HAC Chairperson

Committee Minutes

WEDNESDAY, 6th of June, 2018

17:00

Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-06

Facilitators: Clarissa Huffman, Alex Hallbom

Attendees: Jim Williams (Chair), Eve Dewald, Angharad Wenz

Regrets: Patrik Pikálek, Greg Dumka

Meeting Called to order at 19:10

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-06-01

Second: Angharad Wenz

2 additional delegates were added to the agenda; John Mitchel for 10C and Betty Davidson for 13A. Jennifer Klemm will not be in attendance to discuss paint colours.

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-06 be accepted as **amended**.

Discussion: none.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-06-02

Second: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Delegations

Lee Manning

Discussion: Lee Manning Presented information regarding his 4-plex rental project 18-049. Lee and his associates have come to the HAC for feedback before, the committee was pleased to see how he had incorporated the recommended changes. Lee discussed proposed foundations (dig 14' down and fill with gravel). There is a continuous balcony instead of individual balconies (response to HAC recommendations).

Parking will be provided on an easement on an adjacent property or, if Lee's deal on one of the Kate's lots fall through for some reason, through payment-in-lieu.

Lee had questions about utilities on the roof. HAC advised that cupola's or substantial sheet metal vents are somewhat unsightly and should come back to HAC, but that standard utilities had a low enough profile that they would not be seen from the streetscape and would not need further HAC oversight.

Agenda Item: Delegations

John Mitchel

Discussion: John Mitchel presented information regarding TH's proposed duplex development 18-056. The development has similar design features to other TH housing and is essentially identical to another TH duplex nearby. HAC had questions about which way the building faced and whether there was parking. Mitch answered to their satisfaction.

Jim Williams wanted to go on record saying that continuous turnover from single unit housing to duplex housing can make a ghetto out of 4th avenue. The neighbourhood is changing and he is worried about an over-density of automobiles and people. His opinion is that the best strategy is to concentrate high density housing in the core areas and to leave the outlying neighbourhoods with a single unit housing feel.

Agenda Item: Delegations

Betty Davidson

Discussion: Betty Davidson asked HAC about the railings on the Burton House. The current railings are not up to code but are historic. Betty asked if they were able to have a grandfathered clause on the railings.

HAC had questions about front vs back railings, as the back railings looked to have been built in the last 20 years or so, where the front railings were much older than that. Photographic material dates the current railing style to at least the 1920s on the building.

Jim Williams advised that the current railings did not look to be too low to him, and that, if the deck is 2' or less high railings are not needed (and therefore code is less relevant).

HAC advised that this is not really a heritage or City of Dawson issue. The current railings are fine by HAC standards, but this is really more of a Territorial issue. The City of Dawson cannot issue a variance on the building code. HAC suggested that the building code may have provisions for historical features that are not up to contemporary code. Betty will need to talk to the territory.

HAC is willing to write a letter of support for keeping the current railing style.

Agenda Item: Revert to HAC

Resolution: #18-06-03

Presenter: Jim Williams

Second: Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none.

Agenda Item: Minutes

Presenter: Jim Williams

Resolution: #18-06-04

Second: Eve Dewald

THAT HAC Minutes #18-04 and #18-05 are approved as amended.

Discussion: none

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion: HAC requests that City of Dawson administration keep them updated on the North End Plan.

Agenda Item: Applications

Resolution: #18-06-05

THAT the Heritage Advisory Committee approves of Application 18-049 with the condition that Sash or Casement windows are used.

Discussion:

HAC thought the building looked good, and that it would provide much needed housing.

Lee provided some more additional information about elevation, heating, etc. Jim Williams provided some advice on permafrost building techniques.

HAC discussed windows: Sash or Casement windows are a feature that HAC wants to have on all new builds. They want to have at least a handful of historic features that will make the streetscape not look too jarring with a lot of new buildings.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #18-06-06

Presenter: Jim Williams

Second: Angharad Wenz

THAT the Heritage Advisory Committee table Application 18-052 until further information is included in the application.

Discussion:

Applicant did not provide required information for HAC to make a decision.

Information Needed: Information regarding type of railing (must be elevated off of the deck and only attached to the deck by posts) & type of skirting (plywood not acceptable on the outside, must be rough-sawed lumber, some type of siding, or corrugated metal). Can be a simple written description.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #18-06-07

THAT the Heritage Advisory Committee approves of Application 18-056.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

Presenter: n/a

Seconders: n/a

HAC discussed the demolition of the Huley Shack.

Gammie did the work. HAC heard around town that the owner said to move it if possible and demolish it if not. This was a historic building, on the registry. The HAC suggested that the City make more efforts to save historic structures (i.e. to move them off of lots if they are going to be demolished).

Claire Huffman said that the former CDO initiated fines for work without a permit. One option here would be for HAC to fine the owner or contractor for demolishing a building without a permit.

HAC wants to see historic buildings maintained throughout Dawson, and to see more than just King street with very old buildings.

Agenda Item: New Business

Re: Berton House Railings

Discussion: HAC is willing to write a letter in support of keeping the historic railings, but the issue is really territorial.

Agenda Item: New Business

Re: Dylan Meyerhoffer HAC Membership

Discussion: HAC is interested in having Dylan Meyerhoffer come on as another member. He is interested, CDO and HAC members have been in contact with him.

Agenda Item: Adjournment

Resolution: #18-06-08

Presenter: Jim Williams

Seconders: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-06 be adjourned at 20:35 hours on the 16th of May, 2018.

Discussion: None.

Community Development Officer

HAC Chairperson

Committee Minutes

WEDNESDAY, 20th of June, 2018

17:00

Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-07

Facilitators: Clarissa Huffman, Alex Hallbom

Attendees: Jim Williams (Chair), Angharad Wenz, Patrik Pikálek, Eve Dewald

Regrets: Greg Dumka

Meeting Called to order at 19:08

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-07-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-07 be accepted as **presented**.

Discussion: none.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-07-02

Second: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

Bill Kendrick (as member of the public) spoke to the HAC about his concerns regarding North End Planning. Specifically, he questioned why the draft concepts all show Edward Street as being closed despite HAC and some broader community support for keeping Edward Street open.

Bill asked if HAC has been weighing in on the North End Planning process. Jim Williams responded that the committee has been talking about it at most meetings, sometimes to just be updated, sometimes to provide input. HAC is not sure if their input is being taken into account.

Clarissa: The planning team is taking HAC comments into account but is also balancing many competing interests. The planning team has worked with HAC concerns around the graveyard.

THAT the Heritage Advisory Committee approves of the proposed amendment to Application 17-072.

Discussion:

- No issue with this amendment. Concerns regarding siding type comes mostly from concentration of styles within small areas.
- Colour should not be overly modern/neon/gaudy, no problem with blue.
- Historic buildings in area have little tin siding.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Presenter: n/a

Resolution: #18-07-06

Secoder: n/a

THAT the Heritage Advisory Committee approve of Development Application Permit 18-052

Discussion:

HAC and Community Development & Planning staff discussed heritage materials list, which will be brought to HAC for comments in the near future.

HAC was satisfied with the additional information provided by Chris Cleland.

Jim Williams asked whether the drawings showed appropriate setbacks. There may remain some planning concerns, but heritage-wise this is OK.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

re: "Civic Addressing By-Law Amendment: Road 99-15"

Discussion:

Jim Williams asked whether HAC has authority over road names.

Clarissa: Not necessarily authority, but CDO and Mayor and Council would like to hear the heritage perspective

Discussion:

- What does the Asterix mean on the layout maps?
- All three of the concepts are based on not punching third avenue through the north end, in response to HAC concerns about the effect of widening the road on the cemetery.
- Re: 2A, Angharad Wenz did not like the fragmentation of greenspace. Thought that keeping greenspace in one parcel, as in 2B/C, was best for reducing edge effects and making a more usable space.
- Jim Williams’ main interests is the cemetery and the tent platforms.
- Angharad thought that 2A&B had a better balance between s/m/l lots than C.
- Jim Williams: The area where they are planning the road (at the slide transition) is the best building site (in terms of drainage, not being in a swamp).
- HAC heard that one of the desires of North End residents was to maintain the existing greenery of the nature, but this will not necessarily be able to happen, as significant fill will be required to prepare swampy sites for development.
- Clarissa Huffman: YG and COD are considering a comprehensive drainage project for the area, where culverts etc. are integrated into the broader development of the site and not left to individual builders. Additionally, YG and COD could leave the work of clearing and applying fill to individual builders so that the number of trees removed could be minimized by tailoring it to the specifics of the build.
- Jim Williams: The cost is very substantial for the number of lots created.
- **Option 2B is HAC’s preferred site plan.**
- Bill Kendrick: So, closing Edward Street is OK in HAC’s perspective?
- Clarissa Huffman: To clarify, Edward street is currently 2 lots, one owned by YG (still operating as a road) and the other by Bill Kendrick.
- Angharad: Has there been an explicit poll of the community on closing Edward street?
- Clarissa: No, that is somewhat above the City, as the decision to close the road and turn it into a lot was made by YG years ago.
- Jim Williams: Consultants closed Edward Street in order to make more lots. **Wants to make it clear that the HAC position is to maintain the historic street layout and keep Edward open.**
- Bill Kendrick said that Jane (north end planning contractor) proposed a land swap to him regarding Edward Street.
- Clarissa Huffman: That discussion must have been more of a “what-if,” as the City is not in a position to negotiate that kind of land swap at the moment.
- Bill Kendrick: Why does George Street not line up with the historic grid?
- Clarissa Huffman: Part of that is grade. It is not possible for the planning team to give everybody everything they want.

Agenda Item: Adjournment

Resolution: #18-07-07

Presenter: Jim Williams

Second: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-07nbe adjourned at 20:37 hours on the 20th of June, 2018.

Discussion: None.

Community Development Officer

HAC Chairperson

Committee Minutes

WEDNESDAY, 4th of July, 2018
17:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-08

Facilitators: Alex Hallbom

Attendees: Angharad Wenz (chair), Patrik Pikálek, Greg Dumka, Bill Kendrick (delegate)

Regrets: Eve Dewald, Jim Williams

Meeting Called to order at 19:08

Minutes

Agenda Item: Agenda Adoption

Presenter: Angharad Wenz

Resolution: #18-08-01

Second: Greg Dumka

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-08 be accepted as **presented**.

Discussion: none.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Angharad Wenz

Resolution: #18-08-02

Second: Patrik Pikálek

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

Bill Kendrick (as member of the public) spoke to the HAC about his concerns regarding North End Planning.

He is considering submitting an application for the Bowie House as a Municipal Historic Site.

Regarding the NEnd Plan, Bill Kendrick thanked HAC for providing clarity on their position on keeping historic Edward Street open, and read a copy of a letter that had been signed by HAC members regarding this support.

Bill Kendrick is frustrated about the way the NEnd Plan may affect his property and his outbuildings (that are encroaching and/or are on City property). He voiced complaints about how the NEnd Plan permanently shuts down the alleyway adjacent to his property. Bill Kendrick drew attention to wording in the OCP refers to a long-term goal to “maintain and broaden access to and through the community for all modes of travel,” with the implementation approach of “encourage future development to accommodate and connect to existing trails and network.”

Bill Kendrick: “This alley or minor roadway is part of that trails network. Up on the Dome, Mary Macleod became part of the trails network after the shutdown of an actual trail. I believe that this means that alleys or roads can indeed be part of the trails network. This alley exists. Should it not continue, at the very least for pedestrians?”

“It would become quite difficult for older or mobility challenged folks to come up Third and climb the Cul-de-Sac and go through Typhoid cemetery to get more North, to homes or to the Paul Denhardt Cabin area. Keeping this alley access is important for all kinds of reasons, both recreational and housing related.”

Ags: Well, HAC does want to support keeping the historic street grid.

Bill Kendrick: Spoke at length about frustration about the likelihood of having to move the historic shop onto his property in a way that would obstruct views of or access to the primary residence on the lot, the Bowie House, and would also block off the alley/laneway. A key part of his argument was the perceived unfairness of offering the sale of a lot to the owner of the Window House, when the City was not considering offering the sale of a lot in order for Bill to find a new home for his shop. Bill argued that the only possible arrangement for moving his shop on his current lot would obscure views of and sacrifice the integrity of the historic siting of the Bowie House and would also block off the alley.

Bill Kendrick I expressed his desire to purchase the lot between third and his house. Asked HAC for their support in purchasing this lot, moving his shop onto it and fixing it up to provide a rental property (or building an adjacent small residence so he could maintain his business/shop).

Ags: This all seems like more of a Council issue than a HAC issue.

Bill: It is a historic alleyway.

Ags: Ok, well we do support maintaining the layout of the historic alleyway. In general, I think that your idea of moving your shop and developing the adjacent lot into a rental property sounds fine, but by my understanding really doesn't fit within HAC authority.

Barb: We might consider voicing our support for the historic siting of the Bowie house.

Bill: Even just a caution or support for preserving the siting of the Bowie house and preserving the alley would be great.

Ags & Greg: We can generally agree with you on those aspects, but we don't have the authority to dictate the way the NEnd Plan rolls out. We can say on record that we are generally supportive of

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion: none

Agenda Item: Applications

Resolution: #18-08-06

Presenter: n/a

Second: n/a

THAT the Heritage Advisory Committee tabled 18-065 until additional information is provided.

Discussion:

- No specific issues with this development, but there has not been sufficient information provided.
- HAC wants to see a drawing which indicates the specs for the railing and whether the steps extend and generally the design features of the finished development.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #18-08-07

Presenter: n/a

Second: n/a

THAT the Heritage Advisory Committee table Development Application Permit 18-069 until more information is provided.

Discussion:

- HAC would like to see an elevation of the north side, which shows the arrangement or design features of the loading dock.
- HAC would like to see an amended site plan which shows the required distance between the historic Flora Dora as well as the small shop.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications
Resolution: #18-08-08

Presenter: n/a
Seconder: n/a

THAT the Heritage Advisory Committee approves Development Application Permit 18-070 **with conditions.**

Discussion:

- HAC is ok with either B&B or Cedar Shakes for the gable end.
- HAC discussed whether the circular vent was historic. Ags said that there were a couple examples, but not on houses within the historic townsite.
- HAC decided that if the applicant can provide historic examples of the circular vent then it is OK, but otherwise issues a condition for a square shaped vent (in a square or diamond orientation).

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

Re: "Historic Crib on Rose Hebert's Property"

Discussion:

Ags: HAC doesn't have much to say regarding the notes on colour and finish provided in this submission. From the photographs, the development looks OK, but mostly the issue is that this whole exchange has undermined the legitimacy of HAC, as the building was initially moved without a permit and now there is work being done that is contrary to the restrictions on the permit that was approved. We still do not have details on the windows/doors/banisters/skirting.

COD staff to ask for this information.

HAC: The original resolution was not encompassing of the walkway or the new door and we will need to receive this information before we are comfortable giving our OK to an amended permit. Not sure how the email that suggests Micah told the applicants they did not need a drawing effects the situation.

Agenda Item: New Business
Resolution: #18-08-09

Presenter: Angharad Wenz
Second: Greg Dumka

Re: New HAC Appointment: Dylan Meyerhoffer

THAT the Heritage Advisory Committee supports the appointment of Dylan Meyerhoffer as a new member of HAC.

Discussion: Ags wondered whether it was possible to have a TH perspective on the HAC, as their current makeup does not contemplate First Nations culture/history when making heritage decisions.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Correspondence

Re: Parks Canada 2018 Infrastructure Projects

Discussion: HAC received and reviewed the 2018 parks Canada infrastructure projects.

Agenda Item: Information

Re: North End Plan –Final Report

Discussion: HAC decided to table discussion of the NEnd Plan Final Report to the next meeting, as they had not had enough time to review the document in order to provide meaningful feedback. HAC hopes that there will be a chance to weigh in on some items in the Final Report before they are implemented/surveyed, especially the closure of Edward Street.

Agenda Item: Adjournment
Resolution: #18-08-10

Presenter: Angharad Wenz
Second: Patrik Pikálek

That Heritage Advisory Committee meeting HAC 18-08 be adjourned at 20:42 hours on the 4th of July, 2018.

Discussion: None.

Community Development Officer

HAC Chairperson

Committee Minutes

WEDNESDAY, 18th of July, 2018

19:00

Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-09

Facilitators: Clarissa Huffman, Alex Hallbom

Attendees: Angharad Wenz, Jim Williams (chair), Eve Dewald, Patrik Pikálek, Bill Kendrick, Wayne Potoroka

Regrets: Greg Dumka

Meeting Called to order at 19:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-09-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-08 be accepted as **amended**. Wayne Potoroka and Bill Kendrick added as delegates regarding 12C North End Final Report.

Discussion: none.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-09-02

Second: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

Bill Kendrick (BK): Wanted to attend to clear up misunderstandings regarding the North End Plan and the letter that was signed by HAC.

Wayne Potoroka (WP): Acknowledged the difficult job of HAC.

Suggested that time is overdue for a joint council/HAC meeting. The council/administration operations at the City has been somewhat stretched thin over the last year due to high staff turnover, and it would be useful for HAC and COD Mayor & Council to get on the same page.

Jim Williams (JW): I am for that meeting. I have been to several in the past and wants to make sure that there is an agenda with issues identified before the meeting. HAC and Council should each provide their

concerns to the other in order for the respective bodies to discuss their position. Council will be able to provide HAC with a broader community perspective.

WP: Agreed. There are many issues that need to be discussed, including the North End Plan, including encroachments. One thing that should be discussed here is the letter that was delivered on behalf of HAC.

JW: OK. The letter seemed fairly innocuous. It laid out the opinion of HAC, but this information was also in the public record as meeting minutes.

WP: Yes, the content was more or less OK, but the way it was delivered was not proper. This kind of letter should have gone through administration/Clarissa. Generally, the council expects to receive this kind of information through HAC minutes. Council does want to hear from HAC, as the NEnd Plan still needs to go through the practical on-the-ground steps to make it a reality, and there will be heritage implications.

Clarissa Huffman (CH): I talked to Jim informally re: the avenues available for HAC inputting its opinion.

Patrik Pikalek (PP): When I signed the letter, I thought that it was a letter from a private citizen looking for confirmation of what we discussed at the HAC meeting. We did discuss the things in the letter.

WP: I get it. However, you are able to ask for the attention or presence of council if you want to address HAC issues. You have my contact information, or Clarissa does.

Work with the CDO too. There are many frustrating issues that need to be dealt with by HAC. This is a hard role. Reaffirm suggestion of joint HAC/Council meeting.

BK: The letter was used due to a tight timeline around a council vote for the North End Plan. It was supposed to happen on the 26th of June and I didn't think that the HAC perspective was going to be present as the minutes would not be available when council made the vote. Bill was concerned that the North End Plan was not addressing concerns of HAC.

BK: Went to Jim and asked if he would sign a letter confirming the concerns that HAC regarding the North End Plan. Drafted a letter for HAC signature. When the council meeting on the 26th did not include a vote on the plan, Bill did not present the letter.

CH: The letter was not presented to council, but it was presented to the CAO.

BK: The letter did not go into an official agenda for the CAO. I wanted to let the CAO decide what to do with the letter. The whole thing came to pass because I wanted to get the HAC message to council in light of tight deadlines.

PP: Was the letter officially from HAC or was it from Bill, a private citizen?

CH: The letterhead implied that it was from HAC and not from a private citizen.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Revert to HAC

Resolution: #18-09-03

Presenter: Jim Williams

Second: Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none

Agenda Item: Adoption of Minutes

Resolution: #18-09-04

Presenter: Jim Williams

Second: Angharad Wenz

THAT the minutes for HAC meeting 18-08 are presented **as presented**.

Discussion:

- HAC felt that, on reflection, the resolution passed at the last meeting may have been too specific and should perhaps be changed slightly to address the more general concerns that HAC has regarding the North End Plan.
- Rebecca Jansen suggested that the North End Character Statement may have some language for addressing this issue.
- There was some discussion regarding the minutes on HAC discussion of Rose Hebert's property. Clarissa provided background information on the email from Micah. The fact that the applicants were working under the assumption that they were OK as well as the fact that the development was tastefully and historically completed means that Clarissa has little interest in being extremely strict regarding retroactively requiring supporting documentation.
- HAC acknowledged that the project was completed in a very good way and that the email that indicated to the applicants that Micah had waived the requirements for supporting documentation does change the situation. HAC does feel that this whole situation has been something of a slight on the effectiveness/legitimacy of HAC.
- HAC discussed the support offered during the last meeting for Dylan Meyerhoffer as an additional member of HAC. Discussed arrangements by which HAC could accommodate Dylan, given that the maximum membership of 5 has already been reached.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion: none

Agenda Item: Applications

Resolution: #18-09-05

Presenter: n/a

Second: n/a

THAT the Heritage Advisory Committee approves Development Application Permit 18-065

Discussion:

- HAC members were satisfied with the additional information provided by Don Flynn regarding the style and dimensions of the new deck/landing to be replaced.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #18-09-06

Presenter: n/a

Second: n/a

THAT the Heritage Advisory Committee approves Development Application Permit 18-076

Discussion:

- HAC approves the heritage features of these plans. Alex and Clarissa told HAC that there are significant planning issues with this project that need to be addressed. If the design changes, then admin will take it back to HAC.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

Resolution: #18-09-07

Presenter: Jim Williams

Second: Angharad Wenz

Re: Rose Hebert's Historic Crib

THAT the Heritage Advisory Committee supports the development of Rose Hebert's historic crib at the corner of Hanson and Seventh has seen a site plan and several photographs of the development.

Discussion:

Clarissa: Asked HAC if they could make a resolution providing support for this project so that the proponents could move forward with receiving an occupancy permit.

Jim Williams & Aqs: The project looks good and has been restored tastefully, but there were major procedural issues with this file.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Old Business

Presenter: Jim Williams

Resolution: #18-09-08

Seconded: Angharad Wenz

Re: 99-15 Road Renaming

THAT the Heritage Advisory Committee supports the option of “Harry Leamon Road” as a potential new name for 99-15 Road off of Prospector.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

Re: North End Plan Final Report

Discussion: Clarissa Huffman described the present situation of the North End planning process. Final report has been adopted by council, but admin still wants HAC comments, as the project is now moving into implementation phases.

Jim Williams: We have already said it all. HAC supports the historic streetscape. Ideally, if the historic street layout is not maintained, then the new layout should ideally be set up in a way that maintains the possibility of returning to the historic street layout. HAC wants to see the cabin, the tent frames, and the graveyard maintained. Those are the primary HAC concerns.

Clarissa: The development of the North End is likely to be a lot-by-lot development rather than a “subdivision-style” development. The development of each lot will go through HAC.

Jim Williams: Regarding Bill Kendrick and the letter, apologized for not quite understanding the situation.

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #18-09-09

Seconded: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-09 be adjourned at 20:45 hours on the 18th of July, 2018.

Discussion: None.

Community Development Officer

HAC Chairperson

Committee Minutes

WEDNESDAY, 1st of August, 2018
19:00
Council Chamber

Meeting Type: Regular **Meeting: #** HAC 18-10
Facilitators: Alex Hallbom
Attendees: Angharad Wenz, Jim Williams (chair), Greg Dumka, Barbara Hogan (teleconference)
Regrets: Eve Dewald, Patrik Pikálek
Meeting Called to order at 19:05

Minutes

Agenda Item: Agenda Adoption **Presenter:** Jim Williams
Resolution: #18-10-01 **Second:** Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-10 be accepted as **amended**.

Discussion: Alex Hallbom removed application 10C) from the agenda (as HAC review was not needed). Alex Hallbom tentatively added two applications (18-081 & 16-024), to be addressed if HAC has time/inclination.

Votes For: 3 Votes Against: 0 Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole **Presenter:** Jim Williams
Resolution: #18-10-02 **Second:** Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 3 Votes Against: 0 Abstained: 0

CARRIED

Agenda Item: Revert to HAC **Presenter:** Jim Williams
Resolution: #18-10-03 **Second:** Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none

Agenda Item: Adoption of Minutes

Resolution: #18-10-04

Presenter: Jim Williams

Second: Angharad Wenz

THAT the minutes for HAC meeting 18-09 are accepted **as presented.**

Discussion:

Jim discussed with Greg Dumka the need for the HAC to get business done on a regular basis and to meet quorum every meeting. Jim wanted Greg to either commit to showing up more regularly or to consider bowing out so that Dylan Meyerhoffer could join the board. Alternatively, Jim would like to see the maximum membership number of HAC increase so that they could better accommodate seasonal schedules.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion: Regarding the North End Plan and the resolution made in support of the heritage aspects of Bill Kendrick's concerns, the HAC felt that resolution was too specific to one applicant's concerns and that the intention of HAC was to indicate that the heritage aspects of those concerns did in fact fit within the general heritage goals of HAC regarding the North End Plan. The HAC does not want their resolution to suggest that they proactively support any specific citizen complaint about the North End planning process.

- Regarding the concerns of HAC, Jim Williams repeated: HAC wants to maintain the historic grid where possible, ideally open Edward Street, not disturb the graveyard, preserve the cabin and the tent foundations. Also that B was the preferred option of HAC, with the provision of trying to connect the greenspace around the Denhardt Cabin with a public access.
-

Agenda Item: Applications

Presenter: n/a

Resolution: #18-10-05

Seconded: n/a

THAT the Heritage Advisory Committee approves Development Application Permit 18-082

Discussion:

- HAC members were satisfied that the font of this sign as well as the construction fit generally within their heritage regulations regarding design and materials.
- Barb asked to see the package of information that the CDO provides for applicants looking to build a sign.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #18-09-06

Presenter: n/a

Seconded: n/a

THAT the Heritage Advisory Committee approves Development Application Permit 18-080 on the condition that the applicant provides a sketch of the design of the heritage sliding door.

Discussion:

- The CDO needs to work with the applicants to resolve some planning issues.
- HAC is generally supportive of this project, the design and materials fit with the character of the commercial core, especially for an outbuilding or addition.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #18-10-07

Presenter: n/a

Seconded: n/a

Re: 18-081 Demolition on Klondike Kate's property

TABLED

Discussion:

- HAC, with Barb and Alex discussed how to determine the true age of this building. The general thoughts were that the plywood addition could very likely have been built in 1979 but that the log frame was likely older than that. Barb suggested that Alex Hallbom or the CDO use a white heritage photo binder located in the COD office to try to determine the date of construction of this building.

- As it hasn't been determined whether or not this building is "heritage" or older than 40 years, HAC cannot comment one way or another. If this building is not heritage, then HAC can support its demolition. If it is a heritage building, then HAC's mandate means that they are not in a position to support demolition and that approval will need to come from mayor and council.

Votes For: 0

Votes Against: 0

Abstained: 0

TABLED

Agenda Item: Applications

Resolution: #18-10-08

Presenter: n/a

Seconder: n/a

Re: 16-024 Jamie and Xander Mann Deck

THAT the Heritage Advisory Committee approves Development Application Permit 16-024 on the condition that the deck is covered in an approved material appropriate for a residential setting (canvas, corrugated metal, cut shingles).

Discussion:

- This is another challenging retroactive case. Jamie and Xander Mann were operating on a verbal OK from Micah Olesh regarding the construction of their deck, and when they asked COD Community Development staff for details from their permit, discovered that the application was never officially approved and hadn't actually received HAC approval. The development is complete, but COD staff has sent the original supporting documentation back to HAC to see if there are significant issues with the development as built.
- HAC looked at the provided site plan and photographs and determined that the new deck was generally in line with heritage guidelines and reaffirmed the original desire of HAC to see the deck be covered with an approved roofing material appropriate for a residential setting (canvas, corrugated metal, cut shingles).

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: New Business

Re: Heritage Regulations Re: Signs and Logos

Discussion: Jim Williams presented the HAC perspective on signs and logos in the historic townsite. Preferences for signage is to have the sign painted on the building, if not then on canvas, if not then on a board with a border. The desired type is a billboard style sign with a newspaper-type orientation.

- Alex asked a question regarding logos (as the Yukon Energy logo was apparently exempt from HAC review on account of being a logo) and what kind of business can have a logo that is exempt from HAC review? Jim Williams explained that only corporate logos counted for that exemption (i.e. the logo of a local business does not count, just essentially outside large institutions).

Agenda Item: Adjournment

Resolution: #18-10-09

Presenter: Jim Williams

Seconder: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-10 be adjourned at 20:35 hours on the 1st of August, 2018.

Discussion: None.

Community Development Officer

HAC Chairperson

Committee Minutes

WEDNESDAY, 16th of August, 2018
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-11

Facilitators: Clarissa Huffman, Alex Hallbom

Attendees: Angharad Wenz, Jim Williams (chair), Greg Dumka, Eve Dewald, Patrik Pikálek, Barbara Hogan (teleconference)

Delegates: Evelyn Pollock, Klondike Development Organization
Meeting Called to order at 19:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-11-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-11 be accepted as **presented**.

Discussion: n/a

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-11-02

Second: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: Evelyn Pollock discussed the Klondike Development Organization (18-###) application for a proposed 8-plex apartment development. Acknowledged the historic and high visibility location meant that high heritage design standards were going to be required and explained the current drawings are an attempt to meet those standards while also balancing construction costs and tenant experience. Described fire code reasons for wrap-around 2nd story deck.

- Clarissa Huffman advised that administration has been working with KDO to enter into an agreement with KDO that permits the proposed deck that hangs over the boardwalk. This is a historically accurate feature, but current regulations do not contemplate it as a potential use.
- Jim Williams questioned the use of core commercial land for a residential building and stressed that it was important that this building be built in such a way that the ground floor apartments

could be repurposed as commercial space (he was satisfied that this development was flexible in this regard).

- Clarissa Huffman responded that the proposed site is in a perfect location for this kind of multi-unit residential development from a zoning perspective.
- Clarissa Huffman acknowledged that there was a tension in terms of HAC wanting buildings to reflect both the historical area in which they are sited as well as their current use, but argued that KDO has put in quite a lot of work to try to meet heritage expectations.
- Barb Hogan had a question about trim and siding (construction related). Jim Williams was able to resolve the question.
- Jim Williams had a question about the wide commercial windows.
- Evelyn stated that the wide commercial windows were included to give the building a commercial look. For the tenants it is actually less ideal.
- Barb Hogan asked whether the corner door arrangement is historic. It was determined that they were not.
- Evelyn responded that the corner doors were a balance between having the building right up to the street while also providing some privacy for tenant – KDO redesigned the building to have access from the street, the corner doors were a compromise.
- There was significant discussion about conflicting goals of street orientation vs. historic non-compliance. Jim Williams stated that HAC would be ok if the doors were just on the front of the building (i.e. facing the street but not on an angle)
- Evelyn was frustrated that this concern was not brought up the first time KDO came to HAC to present their initial designs. KDO is willing to make changes that do not require substantial rearrangement of the interior layout, but larger changes are going to be more problematic, as they do not have the funding for more architectural work.
- Eve asked whether the chevron cove siding was too similar to the Palace Grand siding. HAC discussed the heritage nature of this design style. Although it may not have been a common style, it was using heritage materials and it has a heritage silhouette, and is therefore probably OK.

Votes For: 5

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Revert to HAC

Resolution: #18-11-03

Presenter: Jim Williams

Second: Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none

Votes For: 5

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none

Agenda Item: Adoption of Minutes
Resolution: #18-11-04

Presenter: Jim Williams
Second: Angharad Wenz

THAT the minutes for HAC meeting 18-10 are accepted **as presented**.

Discussion:

Brief rehashing of the logo discussion from HAC meeting #18-10. Clare explained that the department was planning on conducting a review of heritage bylaws & resources with the goal of updating processes for better applicant intelligibility.

Votes For:5

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion: Discussion of the resolution regarding Bill Kendrick and the Kate's lot garage demolition.

- Jim Williams asked what HAC's power of voting against the demolition of historic buildings is.
 - Clarissa stated that Council leans quite heavily on the HAC to make heritage-related decisions, and that the HAC perspective on the demolition of historic buildings would be brought to Council.
-

Agenda Item: Applications
Resolution: #18-11-05

Presenter: n/a
Second: n/a

THAT the Heritage Advisory Committee approves Development Application Permit 18-087 (Jeff Bishop deck extension)

Discussion:

- This development is already clearly underway. There are issues with compliance and a lack of clarity WRT how exactly the CDO should penalize applicants who apply for permits for complete or partially complete developments.
- Nonetheless, the design looks to be heritage compliant.

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications
Resolution: #18-11-06

Presenter: n/a
Second: n/a

THAT the Heritage Advisory Committee approves Development Application Permit 18-090.

Discussion:

- This application has a number of outstanding issues from a heritage perspective.
- HAC would like to see a heritage justification for the inset balcony arrangement (3 historic examples). Especially the framed side-wall portion of the arrangement – it would be more appropriate to have bannisters and railings.
- A window schedule will be required.
- HAC would like to see something to break up the blank faced on the north and south elevations.
- HAC requested that the designer or the project proponent appear at the next HAC meeting (in person or by phone) so that they could address issues and field questions.

Votes For: 0

Votes Against: 0

Abstained: 0

TABLED

Agenda Item: Applications
Resolution: #18-11-07

Presenter: n/a
Second: n/a

Re: 18-092 Dawson Community Chapel, New Sign

THAT the Heritage Advisory Committee approves Development Application Permit 18-092.

Discussion:

- COD admin to check typeface against approved fonts.

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications
Resolution: #18-11-08

Presenter: n/a
Second: n/a

Re: 18-### KDO 8-plex

THAT the Heritage Advisory Committee approves Development Application Permit 18-### on the condition that the doors are moved onto the front of the building façade.

Discussion:

- Of the door types presented, model C is the most historically appropriate. Additionally, all of the doors on the structure do not need to be the same (Although the 2 street facing doors should be).

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #18-11-09

Presenter: n/a

Second: n/a

Re: 18-096 ORO/Hakonson uninsulated garage

THAT the Heritage Advisory Committee approves Development Application Permit 18-096.

Discussion:

- HAC was pleased at Greg Hakonson’s adaption of the “Dawson style” for this accessory building.

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

Re: North End Plan Resolution

Discussion: HAC discussed passing a resolution rescinding their previous resolution that appeared to be specifically and proactively supporting councillor Bill Kendrick’s complaints about the north end planning process. HAC decided to retract their original resolution and to pass a final resolution that outlines their more general views on the North End planning process.

Agenda Item: Unfinished Business (Re: North End Plan Resolution)
Resolution: #18-11-10

Presenter: n/a
Second: n/a

THAT the Heritage Advisory Committee retracts Resolution #18-08-04

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business (Re: North End Plan Resolution)
Resolution: #18-11-12

Presenter: n/a
Second: n/a

THAT with regards to the North End Plan, the Heritage Advisory Committee wants to maintain the historic grid where possible, ideally open Edward Street, not disturb the graveyard, preserve the cabin and the tent foundations. Additionally, that B was the preferred option of HAC, with the provision of trying to connect the greenspace around the Denhardt Cabin with a public access.

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Adjournment
Resolution: #18-11-13

Presenter: Jim Williams
Second: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-10 be adjourned at 21:00 hours on the 15th of August, 2018.

Discussion: None.

Community Development Officer

HAC Chairperson

Committee Minutes

WEDNESDAY, 12TH of September, 2018
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-12

Facilitators: Clarissa Huffman and Sylvia Soulliere

Attendees: Angharad Wenz, Jim Williams (chair), Greg Dumka, Eve Dewald, Patrik Pikálek

Regrets:

Meeting Called to order at 19:01

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-12-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-12 has been revised to add recent public complaints brought up by Clarissa Huffman.

Discussion: Sylvia Soulliere added public complaints of the greenhouse plastic to the agenda under section 13 d).

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-12-02

Second: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Revert to HAC

Presenter: Jim Williams

Resolution: #18-12-03

Second: Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none.

Votes For: 5

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none

Agenda Item: Adoption of Minutes

Resolution: #18-12-04

Presenter: Jim Williams

Second: Angharad Wenz

THAT the minutes for HAC meeting 18-11 are accepted **as presented.**

Discussion: none

Votes For: 5

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion: none

Agenda Item: Applications

Resolution: #18-12-05

Presenter: n/a

Second: n/a

THAT the Heritage Advisory Committee approves Development Application Permit 18-104.

Discussion:

- HAC members were satisfied with the appearance, structure and materials of Tiss Clark's porch addition project on her property in the North End estate.
- Jim stressed the importance of the corrugated metal roofing and the accuracy of the railings fitting Dawson's commemorative time period.

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business
Resolution: #18-12-06

Presenter: n/a
Second: n/a

THAT the Heritage Advisory Committee approves Development Application Permit 18-069 on the condition that the applicant moves forward with the agreed upon design concept.

Discussion:

- Mark Mather took photos of different loading doors around town and is open to suggestions of what style is preferred. Ideally, swinging barn doors or sliding doors.
- HAC supported a similar design based on the style of the RCMP building which disguised their loading dock as barn doors.

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: New Business
Resolution: #18-12-07

Presenter: n/a
Second: n/a

Re: Victory Gardens and Cenotaph Landscaping Plan

TABLED

Discussion: Marta Selassie described the intent to replace the rotted picket fence with a 19 sided retaining wall that doubles as a bench for public use. The cenotaph will be restored this year and the victory gardens the following year. Trees on this property will be removed in the next year.

- Jim Williams discussed historical accuracy of a raised garden bed with a retaining wall and the importance of the aesthetic of a picket fence. HAC is concerned with maintaining the perimeter of the park.
- Member of the public Alex Sommerville addressed the history of the gardens and learned they were created in 1910, but only maintained until the 1930s. The recreation was then built in 1992.
- Discussion concluded with Jim requesting photographic evidence of a similar landscaping design in Dawson City during our commemorative period.

Votes For: 0

Votes Against: 0

Abstained: 0

Agenda Item: Applications
Resolution: #18-12-08

Presenter: n/a
Seconder: n/a

Saskia Robbins New House Design

THAT the Heritage Advisory Committee supports the development of this project based on preliminary design.

Discussion: Saskia Robbins proposed designs for a new home, made from a modular kit with no determined location. First floor log, second floor tin with a mix of both fixed and casement windows. Tin skirting most probably, they are still undecided. Development includes a sun room protruding 6' from the house.

- Jim Williams noted the more wood on a house, the better. Smooth and rough wood is acceptable, materials such as fir and cedar were suggested. Tin all the way up the house is also allowed. The design should have a wide trim board along the rafters and along dormers. The design of the railing should be up to design codes. Muntin bars were discussed heavily for this development and could be used in many of the windows in this plan.

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: New Business
Resolution: #18-12-09

Presenter: N/a
Seconder: N/a

Canadian Bank of Commerce Restoration

THAT the Heritage Advisory Committee has additional questions for this project and is now certain on its position of design concepts.

Discussion: HAC discussed what restoration design concept they support for the renovations being made on the Canadian Bank of Commerce National Historic Site. Many members of the public support it being repainted gold yellow, as it was in the 1970s but the commemorative design would be a sandstone grey with dark muntins.

- Jim Williams noted that the finials on top of the building have been removed recently and wants to ensure they will be replaced as the renovation progresses.
- The question of ‘What are character defining elements?’ was discussed. According to Canada’s Historic Places website, the defining elements for this building include its location in the business section, its location and views on the river and Front Street and its spatial relation to the historic complex. Its Renaissance Revival two-storey design, dentilled cornice, low hip roof, window structure and mouldings and pressed metal siding are considered some of its physical character defining elements.
- HAC concluded they support the commemorative design concept with grey sandstone walls and dark muntins and will be tracking this restoration’s progress closely.

Agenda Item: New Business

Presenter: N/a

Resolution: #18-12-10

Seconder: N/a

Public Complaints of Greenhouse Plastic on the Downtown Hotel

Discussion: The Downtown Hotel is using greenhouse plastic as an awning above their smoking hut which is partially overhanging the city’s boardwalk. Members of the public have approached Clarissa with concerns about the aesthetic design of using plastic in the downtown core.

- HAC was also concerned with the lack of permit requested by the Downtown for an overhanging structure on city property and potential liability.
- Any sort of plastic material i.e awnings, whiteboards, etc., should not be in the downtown complex of the town as it is not historically accurate.
- Other establishments in town have this as well, i.e Klondike Kates has had this plastic above their patio for years. This issue warrants further discussion.

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #18-12-11

Seconder: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-12 be adjourned at 20:56 hours on the 12th of September, 2018.

Discussion: None.

Committee Minutes

WEDNESDAY, 19TH of September 2018
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-13

Facilitators: Clarissa Huffman and Sylvia Soulliere

Attendees: Angharad Wenz, Jim Williams (chair), Eve Dewald, Patrik Pikálek, Barbara Hogan (Advisory)

Regrets: Greg Dumka

Meeting Called to order at 19:08

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-13-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-13 has been revised to revisit the discussion surrounding mobile trailer owned by Edgar Blattler and Saskia Robbins.

Discussion: Sylvia Soulliere added reopening of discussion on trailer to the agenda under section 13 a).

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-13-02

Second: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Revert to HAC

Presenter: Jim Williams

Resolution: #18-13-03

Second: Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none.

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none

Agenda Item: Adoption of Minutes

Resolution: #18-13-04

Presenter: Jim Williams

Second: Angharad Wenz

THAT the minutes for HAC meeting 18-12 are accepted **as presented.**

Discussion: none

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion:

- When reviewing the minutes for HAC meeting 18-12, Jim Williams wanted to stress his issue with the historic layout of Minto Park and the changes that may impact that layout if the Victory Garden project eliminates the picket fence and replaces it with a 19-sided retaining wall/bench. Angharad Wenz reminded the Committee of their responsibility to stand by the Character Defining Elements and the value of Dawson's heritage.
- Revisiting the issue of greenhouse plastic used in the commercial core, the Committee concluded they accepted the use of this material; subject to it being used on restaurants, decks, greenhouses and is not visible from the streetscape. Tin or canvas is preferred however. Regarding the use of greenhouse plastic on the Downtown Hotel, the Committee supports sending a letter requesting the awnings to be replaced with tin.

Votes For: 0

Votes Against: 0

Abstained:0

Agenda Item: Applications
Resolution: #18-13-05

Presenter: n/a
Seconder: n/a

THAT the Heritage Advisory Committee requires more information before approving of Applications 18-108 and 18-109.

Discussion:

Parks Canada is purposing to demolish the Conservation Lab behind the Courthouse to reconstruct mechanical buildings to support the soon-to-be renovated courthouse.

- HAC is concerned at the lack of history known about the building that is to be demolished. Their concern is having the most amount of historic fabric in the compound and townsite as possible. The driveway's historical relevance is also a concern.
- The demolition of a non-conforming historical building means the loss of their legally non-conforming rights. This means the building that would be constructed cannot be on the same footprint as the demolished building as it did not conform to the City of Dawson's Zoning Bylaw. If this is done, the Streetscape will be impacted.

Votes For: 0

Votes Against: 0

Abstained: 0

TABLED

Agenda Item: Unfinished Business
Resolution: #18-13-06

Presenter: n/a
Seconder: n/a

Discussion:

- CDO Clarissa Huffman updated the Committee on the status of the Zoning Bylaw and Official Community Plan draft statuses and reassured members that Heritage would not be impacted.
- When discussing the reappointments of Jim Williams and Patrik Pikalek, Jim stated his desire to resign and Patrik discussed his busy schedule.
- Greg Hackinson brought design plans of the Cassiar building currently being constructed on Queen St as these showed balconies overhanging the alley, which is historically inaccurate. Despite this design plan, the building is being constructed differently. HAC would like to see a continuous balcony and support a letter being sent, asking if this change can be made.

Votes For: 0

Votes Against: 0

Abstained: 0

Agenda Item: New Business
Resolution: #18-13-07

Presenter: n/a
Second: n/a

Re: Edgar Blattler and Saskia Robbin's Mobile Home

TABLED

Discussion:

- In 2015, Micah Olesh (then CDO) began working with Saskia Robbins and Edgar Blattler to redevelop their mobile home on third Ave. As to how this happened is unclear, but the mobile home had been described as a modular home by the CDO and Edgar and Saskia. Now, it is in the historic townsite due to Micah's approval which is against the bylaw and they want permission to continue redeveloping it into a home.

Votes For: 0

Votes Against: 0

Abstained: 0

TABLED

Agenda Item: Adjournment
Resolution: #18-13-08

Presenter: Jim Williams
Second: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-13 be adjourned at 20:58 hours on the 19th of September 2018.

Discussion: None.

Committee Minutes

Tuesday, 25th of September, 2018
12:00
Council Chamber

Meeting Type: Special Request

Meeting: # HAC 18-14

Facilitators: Clarissa Huffman and Sylvia Soulliere

Attendees: Angharad Wenz, Jim Williams (chair), Greg Dumka, Eve Dewald

Regrets: Patrik Pikálek

Meeting Called to order at 12:00

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-14-01

Seconder: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-14 has been adopted **as presented**.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-14-02

Seconder: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Revert to HAC

Presenter: Jim Williams

Resolution: #18-14-03

Seconder: Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none

Agenda Item: Adoption of Minutes

Presenter: n/a

Resolution: #18-14-04

Second: n/a

THAT the minutes for HAC meeting 18-14 will be tabled until HAC meeting 18-15 due to time sensitivity.

Discussion: none

Votes For: 4

Votes Against: 0

Abstained:0

TABLED

Agenda Item: Business Arising from the Minutes

Discussion: none

Agenda Item: Applications

Presenter: n/a

Resolution: #18-14-05

Second: n/a

THAT the Heritage Advisory Committee approves Development Application Permit #18-120.

Discussion:

- HAC members were satisfied with the design, footprint, materials list and augmentation of the Dawson Hardware store that is to be built as a replacement for the original Dawson Hardware Store.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

Presenter: n/a

Resolution: #18-14-06

Second: n/a

THAT the Heritage Advisory Committee approves Development Application Permit for Demolition #18-108 and Development Application Permit #18-109 on the condition that the applicant abides by conditions of the permit.

Discussion:

- HAC members were satisfied with the intent to save the windows and siding from the to-be demolished building for the reuse in the development purposed in #18-109. Site Superintendent Travis Weber assured the Committee the Carriage House would not be damaged during this demolition.
- HAC members were satisfied with the intent to design the redevelopment as its original structure was in 1950, before the 1970s additions. Materials discussed including corrugated tin roofing, flat metal doors and wood matching the wood of the original structure were acceptable to the committee.
- Project Manager Tom Buzzell reassured CDO and Committee the redevelopment will abide zoning bylaws and be 10' from the property line and not 6' as the site plan indicates.
- Jim Williams stressed the importance of driveway indication visibility from Turner and requested landscaping plans when that phase of the project has begun.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: New Business

Resolution: #18-14-07

Presenter: n/a

Secoder: n/a

THAT the Heritage Advisory Committee approves of the proposed renovation of Bill Kendrick's house at 1536 Third Ave.

Discussion:

- HAC members were satisfied with the plan to renovate the door into a window and provide necessary yellow siding beneath the new window.
- This project is reversible as long as the dimensions of the former door remain intact.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Adjournment

Resolution: #18-14-08

Presenter: Jim Williams

Second: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-14 be adjourned at 12:46 hours on the 25th of September, 2018.

Discussion: None.

DRAFT

Committee Minutes

WEDNESDAY, 3rd of October 2018
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-15

Facilitators: Clarissa Huffman and Sylvia Soulliere

Attendees: Angharad Wenz, Jim Williams (chair), Eve Dewald, Patrik Pikálek, Barbara Hogan (Advisory)

Regrets: Greg Dumka

Meeting Called to order at 19:07

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-15-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-15 has been revised to revisit the discussion surrounding mobile trailer owned by Edgar Blattler and Saskia Robbins.

Discussion: Sylvia Soulliere added reopening of discussion on trailer to the agenda under section 12 b).

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-15-02

Second: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Revert to HAC

Presenter: Jim Williams

Resolution: #18-15-03

Second: Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none.

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none

Agenda Item: Adoption of Minutes

Resolution: #18-15-04

Presenter: Jim Williams

Second: Angharad Wenz

THAT the minutes for HAC meeting 18-13 and 18-14 are edited for spelling mistake, but content is accepted **as presented.**

Discussion: none

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Discussion:

- Regarding the ongoing project of the Victory Garden's restoration, the Committee stated that if Minto Park are considered by Council a historic site and not a recreation space, they stand by maintaining the integrity of the Picket Fence as it is a Character Defining Element. The Committee stresses that the purpose of the garden is to be a re-creation of what a garden in Dawson City would have looked like in the early 20th century and that it is not a recreation park.
- Jim Williams suggests shortening the fence, adding a small retaining wall to raise the garden to aid in visibility. Advisory Committee Member Barb Hogan would be an important contact for this project.

Votes For: 0

Votes Against: 0

Abstained:0

Agenda Item: Applications

Resolution: #18-15-05

Presenter: n/a

Second: n/a

THAT the Heritage Advisory Committee approves Development Permit Application #18-118

Discussion:

- The Committee is satisfied with the design, materials and plans for the addition of the side deck on the Red Mammoth Bistro.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

Resolution: #18-15-06

Presenter: n/a

Second: n/a

Re:

Discussion:

-

Votes For: 0

Votes Against: 0

Abstained: 0

Agenda Item: New Business

Resolution: #18-15-07

Presenter: n/a

Second: n/a

Re: Edgar Blattler and Saskia Robbin's Mobile Home

TABLED

Discussion:

- In 2015, Micah Olesh (then CDO) began working with Saskia Robbins and Edgar Blattler to redevelop their mobile home on third Ave. As to how this happened is unclear, but the mobile home had been described as a modular home by the CDO and Edgar and Saskia. Now, it is in the historic townsite due to Micah's approval which is against the bylaw and they want permission to continue redeveloping it into a home.

Votes For: 0

Votes Against: 0

Abstained: 0

TABLED

Agenda Item: Adjournment

Resolution: #18-13-08

Presenter: Jim Williams

Second: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-13 be adjourned at 20:58 hours on the 19th of September 2018.

Discussion: None.

DRAFT

Committee Minutes

WEDNESDAY, 17th of October 2018

19:00

Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-16

Facilitators: Sylvia Soulliere

Attendees: Angharad Wenz, Jim Williams (chair), Eve Dewald, Patrik Pikálek, Dylan Meyerhoffer

Regrets: Barbara Hogan

Meeting Called to order at 19:07

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-16-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-16 has been adopted as presented.

Discussion: none

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-16-02

Second: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Revert to HAC

Presenter: Jim Williams

Resolution: #18-16-03

Second: Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none.

Votes For: 5

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none

Agenda Item: Adoption of Minutes

Resolution: #18-16-04

Presenter: Jim Williams

Second: Angharad Wenz

THAT the minutes for HAC meeting 18-15 are accepted as presented.

Discussion: none

Votes For: 5

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Resolution: #18-16-05

Discussion:

- Victory Gardens were reviewed and discussed for the purpose of briefing new committee member Dylan Meyerhoffer. HAC's mandate is to uphold the integrity of Dawson's heritage sites and our Character Defining Elements. As long as the Gardens remain designated by Council as a historical re-creation, HAC does not want the Picket Fence removed.
- The discussion of existing non-conforming mobile homes was reviewed for the purpose of briefing new committee member Dylan Meyerhoffer. Territorial zoning allows for mobile homes while municipal does not, making them non-conforming to Dawson's bylaws. The regulations for existing non-conforming buildings are found in the Yukon's Municipal Act. Sections on exterior/ structural changes were discussed in regards to upgrading mobile homes.

Votes For: 0

Votes Against: 0

Abstained:0

TABLED

Agenda Item: Reports

Resolution: #18-16-06

Presenter: n/a

Second: n/a

Discussion: RE: Karen Dubois' House Railing

- Sylvia Soulliere provided images taken from October 11th site visits.
 - HAC determined it is historically accurate, but is obviously missing a development permit, HAC approval and therefore a building permit. Mrs. Dubois could be held liable for injuries without these permits. Sylvia Soulliere will compose an order to comply.

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business
Resolution: #18-16-07

Presenter: n/a
Second: n/a

Re: Dawson City General Store Loading Dock Door

Discussion:

- Sylvia Soulliere provided images taken from October 11th site visits.
- The basic structure is accepted, however the style needs to be improved to provide a barn-door façade, as highlighted in permit conditions.
- Sylvia Soulliere will contact the Dawson City General Store to inquire if they intend on finishing this work come spring.

Votes For: 0

Votes Against: 0

Abstained: 0

TABLED

Agenda Item: Unfinished Business
Resolution: #18-16-08

Presenter: n/a
Second: n/a

Re: KDO Cassiar Building

Discussion:

- Sylvia Soulliere provided images taken from October 11th site visits and an updated site plan requested from Jack Kobayashi.
- These designs are not what HAC had previously approved- Chief Isaac needs to be contacted gently regarding what happened to the proposed façade that is not on new plan.
- Entrance is completely different, corrugated tin facing Queen.

Votes For: 0

Votes Against: 0

Abstained: 0

TABLED

Agenda Item: Unfinished Business
Resolution: #18-16-09

Presenter: n/a
Second: n/a

Re: Tiny Homes

Discussion:

- Sylvia Soulliere provided images taken from October 11th site visits of Tiny Homes in the townsite.
- The following questions were raised; How do we define these homes in our Bylaws; are we considering them Mobile Homes? If not, how will we guide future buyers of Tiny Homes to meet our design guidelines? How can we distinguish Tiny Homes from Mobile Homes in the eyes of trailer owners?

TABLED

Agenda Item: New Business

Presenter: n/a

Resolution: #18-16-10

Re: ENVI Report from Parks Canada

Discussion:

- Ellen Bertrand, Director of Cultural Heritage Strategies invited CDO Clarissa Huffman and Sylvia Soulliere to be apart of a teleconference October 22nd regarding a review of Heritage Protection Legislation. An invitation to all HAC members was extended and encouraged.

TABLED

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #18-16-11

Seconder: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-16 be adjourned at 20:36 hours on the 17th of October 2018.

Discussion: None.

Committee Minutes

WEDNESDAY, 7th of November 2018
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 18-17

Facilitators: Clarissa Huffman, Sylvia Soulliere

Attendees: Angharad Wenz, Jim Williams (chair), Patrik Pikálek

Regrets: Dylan Meyerhoffer, Eve Dewald

Meeting Called to order at 19:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-17-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 18-17 has been adopted with the edits of Saskia Robbin's cancellation and the addition of 12c) under Unfinished Business.

Discussion: none

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #18-17-02

Second: Angharad Wenz

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion: None

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Revert to HAC

Presenter: Jim Williams

Resolution: #18-17-03

Second: Angharad Wenz

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: none.

Votes For: 5

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion: none

Agenda Item: Adoption of Minutes

Resolution: #18-17-04

Presenter: Jim Williams

Second: Angharad Wenz

THAT the minutes for HAC meeting 18-16 are accepted as presented.

Discussion: none

Votes For: 5

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes

Resolution: #18-17-05

Discussion:

- RE: Tiny Homes; until they are addressed in the Zoning Bylaw as anything else, HAC considers them mobile homes and therefore non-compliant structures.
- RE: Victory Gardens; Thick fence posts have been put up around the gardens, however the trees they showed in plans have not been planted. This is a concern for parking/ encroachment near that corner. The possibility of lowering the fence height by 20-30% was discussed.
- RE: Cassiar Building; The front façade is now tin in the plans and we agreed to a wood front façade- Jack Kobyashi needs to be contacted regarding this change.

Votes For: 0

Votes Against: 0

Abstained:0

TABLED

Agenda Item: Applications

Resolution: #18-17-06

Presenter: n/a

Second: n/a

Discussion: Application 18-132

- David Fraser applied to put a 12x16x10 canvas wall tent in the front of his property as it is a trailer set at the back of his lot, leaving him with no rear yard.
- The Heritage Advisory Committee cannot support the application for a storage shed in the front yard of a parcel without the process of a Variance application to start.
- The applicant did not wish to proceed with a variance.

Votes For: 0

Votes Against: 3

Abstained: 0

DENIED

Agenda Item: Unfinished Business

Resolution: #18-17-07

RE: Existing non-conforming

Presenter: n/a

Second: n/a

Discussion:

- HAC expressed frustration as they feel trapped with not allowing upgrades and structural modifications to mobile homes as they are existing non-conforming. Clarissa Huffman expressed the lack of legislation that exists to define this further and assures the committee it is something Council has been working towards.

Votes For: 0

Votes Against: 0

Abstained: 0

TABLED

Agenda Item: Unfinished Business

Resolution: #18-17-08

Re: Saskia Robbins New House

Presenter: n/a

Second: n/a

Discussion:

- Despite Saskia's cancellation, HAC commented on what would define a historically accurate window;
 - Vertical sliders are preferred. Casements and fixed are acceptable but always need a mullion/mutton.
 - Thick glass is preferred. The largest a pane of glass without mutton/mullions can be is 3' tall by 2' wide.

Votes For: 0

Votes Against: 0

Abstained: 0

TABLED

Agenda Item: Unfinished Business

Resolution: #18-17-09

Re: Renaming 99-15 Road

Presenter: n/a

Second: n/a

Discussion:

- Residents of 99-15 Rd dropped off a letter on October 18th protesting the proposed name of Harry Leamon. They proposed John Cramp Way for the second time and a new name of Lorezno Way, honouring Lorenzo Grimard. These two proposed names go against rule of honouring recently deceased persons.

TABLED

Agenda Item: Unfinished Business

Presenter: n/a

Resolution: #18-17-10

Re: ENVI Report from Parks Canada

Discussion:

- Jim Williams stressed that to preserve heritage in the proper way, Dawson City needs more than just the materials required for maintenance; we need expertise, creative financial incentives, the ability to teach others how to properly preserve i.e a carpentry school.

TABLED

Agenda Item: Unfinished Business

Presenter: n/a

Resolution: #18-17-11

Re: Standardization of HAC

Discussion:

- HAC and City staff discussed the importance of standardizing the processes, rules and goals for the future of this committee. There needs to be more time set aside to discuss and compile all of these into one document.

TABLED

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #18-17-12

Second: Angharad Wenz

That Heritage Advisory Committee meeting HAC 18-16 be adjourned at 20:36 hours on the 7th of November 2018.

Discussion: None.

MINUTES OF COMMITTEE OF WHOLE MEETING CW18-28 of the council of the City of Dawson called for 7:00 PM on Tuesday, November 13, 2018 in the City of Dawson Council Chambers.

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

ALSO PRESENT: CAO Cory Bellmore
EA Heather Favron

Agenda Item: Call to Order

The Chair, Wayne Potoroka called the meeting to order at 7:00 p.m.

Agenda Item: Agenda

CW18-28-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for committee of the whole meeting #CW18-28 be accepted as presented. Carried 4-0

Agenda Item: Adoption of Minutes

a) Committee of Whole Meeting Minutes CW18-25 of September 11, 2018

CW18-28-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that the minutes of committee of the whole meeting #CW18-25 of September 11, 2018 be accepted as presented. Carried 4-0

b) Committee of Whole Meeting Minutes CW18-27 of September 25, 2018

CW18-28-03 Moved by Mayor Potoroka, seconded by Councillor Shore that the minutes of committee of the whole meeting #CW18-27 of September 25, 2018 be accepted as presented. Carried 4-0

Agenda Item: Business Arising from Minutes

Committee of Whole Meeting Minutes CW18-27 of September 25, 2018

Page 2: The committee requested an update regarding the Draft Encroachment Policy. The CAO informed the committee revisions have been made and the policy would be brought back at an upcoming meeting.

Agenda Item: Special Meeting, Committee, and Departmental Reports

CW18-28-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that Committee of the Whole recess for two minutes. Carried 4-0

The committee reconvened the meeting at 7:06 PM.

a) Orientation Session:

For the purpose of orientating the new council, the Chair with the support of the CAO, guided the committee through a review of the *Council Proceedings Bylaw*, the *Code of Conduct for Mayor and Council Policy*, the *Council Remuneration Bylaw*, the *Council Convention Attendance Policy*, the *Travel Policy*, the Active Policy Index, the Frequently Referenced Bylaw Index, and the Council Priority List.

Topics covered as part of the review included:

(1) *Council Proceedings Bylaw*

- the who, what, where, and why of a council meeting
- meeting procedures, rules and guidelines
- calling special meetings
- meeting locations, dates, times and electronic attendance
- meetings open to the public except for in certain cases.
- generally, matters related to labour, land or legal take place in closed session pursuant to the *Municipal Act*.
- no decisions can be made in a closed session
- expected behaviour at meetings
- meeting agendas and packages
- order of meeting and time sensitive matters
- quorum for meetings
- resolutions

(2) *Code of Conduct for Mayor and Council Policy*

- role of councillors
- what the community expects of its members of council
- behaviour
- communications, council email discussions and debates
- benefits and gifts
- direction to the CAO
- relations and interactions with staff and one another
- confidential information and reasons for holding closed meetings
- conflict of interest.

(3) *Council Remuneration Bylaw*,

- compensation
- meeting per diems

(4) *Council Convention Attendance Policy*

- members of council authorized to annually attend AYC AGM
- authorizes each member of council to attend one FCM Annual Convention during term of office

(5) *Travel Policy*

- council travel to be approved by council resolution except for travel allowed under the *Council Convention Attendance Policy*

CW18-28-05 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole recommends to council that approval be given for council participation at the AYC post election training. Carried 4-0

(6) Active Policy Index and Frequently Referenced Bylaw Index

- many of the policies and frequently referenced bylaws can be accessed on the city website
- those that are not located on website are available upon request to the CAO

(7) Council Priority List

- priorities identified by previous council
- status update on the *Official Community Plan*, the *Zoning Bylaw* and the *Arts Policy*

The committee requested an update regarding the cable system.

The committee requested a strategic planning session of council be scheduled to review the priorities.

The committee requested a copy of the North End Plan along with an update on where the plan is at.

The committee requested a copy of the Solid Waste Management Program Design Report.

The committee requested a copy of the draft *Arts Policy*.

b) Council Appointments: KVA & AYC Boards

CW18-28-06 Moved by Mayor Potoroka, seconded by Councillor Ayoub that Committee of the Whole recommends the following appointments to council: KVA Board Member - Bill Kendrick, and AYC Board Member - Molly Shore. Carried 4-0

c) Request for Decision RE: Volunteer Appreciation 2018

The committee noted a volunteer at the Free Store was missing from the list. The committee suggested a posting these names on the city website as another way to recognize their service.

CW18-28-07 Moved by Mayor Potoroka, seconded by Councillor Johnson that Committee of the whole recommends to council to continue to provide recognition of the important role volunteers play in our community and for the City of Dawson and thank them with a gift of \$50 Dawson Dollars. Carried 4-0

Agenda Item: In Camera Session

a) Land Related Matters

CW18-28-08 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole move into a closed session for the purposes of discussing labour, land financial related matters as authorized by section 213 (3) of the Municipal Act. Carried 4-0

Councillor Kendrick joined the committee at 9:46 PM.

CW18-28-09 Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole revert to an open meeting. Carried 5-0

CW18-28-10 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole extends meeting CW18-28 by one hour and no more. Carried 5-0

CW18-28-11 Moved by Councillor Johnson, seconded by Mayor Potoroka that committee of the whole move into a closed session. Carried 5-0

CW18-28-12 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to an open session of committee of the whole and proceeds with the agenda. Carried 4-1

Agenda Item: Adjournment

CW18-28-13 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole meeting CW18-28 be adjourned at 10:09 p.m. with the next regular meeting being Monday, November 26, 2018. Carried 4-1

THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-28 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW18-29-02 AT COMMITTEE OF WHOLE MEETING CW18-29 OF NOVEMBER 26, 2018.

Original signed by:
Wayne Potoroka, Chair

Cory Bellmore, CAO