

CITY OF DAWSON
AGENDA - COUNCIL MEETING #C24-18
TUESDAY, October 15, 2024 at 7:00 p.m.
Council Chambers, City of Dawson Office

Join Zoom Meeting

<https://us02web.zoom.us/j/84761115750?pwd=9CEtSo8V3E9HqRb1QVqtdotR92ydLC.1>

Meeting ID: **847 6111 5750**

Passcode: **439326**

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

1. Council Meeting Agenda #C24-18

3. DELEGATIONS & GUESTS

1. Christiane Cramp RE: Subdivision Application #24-087

BUSINESS ARISING FROM DELEGATIONS & GUESTS

4. PUBLIC HEARINGS

1. Subdivision Application #24-087-Lot 1072, Quad 116B/03

5. ADOPTION OF THE MINUTES

1. Council Meeting Minutes C24-15 of August 20, 2024
2. Special Council Meeting Minutes C24-17 of September 19, 2024

BUSINESS ARISING FROM MINUTES

6. BUDGET & FINANCIAL REPORTS

1. Accounts Payables #24-16 to #24-19, Cheque #61102 to #61288 & EFT's

7. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

1. Inaugural Meeting of Newly Elected Council- Schedule for October 29th, 2024
2. Budget Amendment RE: Retaining Wall
3. Subdivision Application #24-087 Lot 1072, Quad 11B/03

8. PUBLIC QUESTIONS

9. ADJOURNMENT

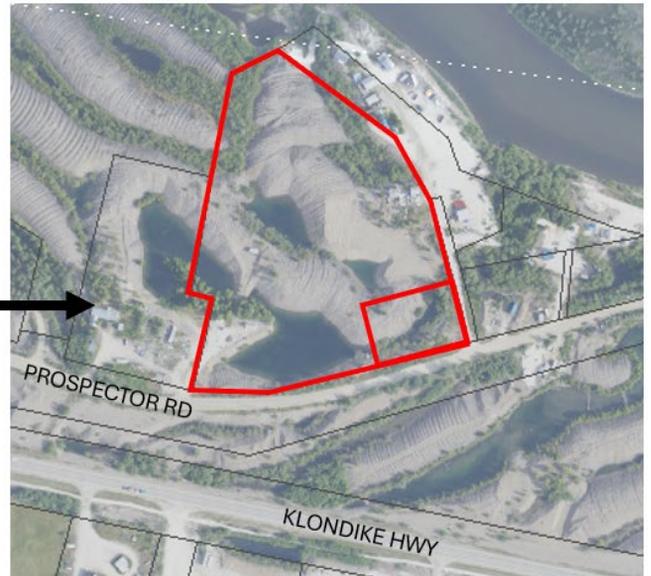


NOTICE OF PUBLIC HEARING

Subdivision Application

(Subdivision Application #24-087)

Subject Property	Lot 1072, Quad 116b/03
Date and Time	October 15th, 2024 7:00pm
Location	Council Chambers, City Hall
Listen to Public Hearing	Radio CFYT 106.9 FM or cable channel #11



As per Bylaw, S.5.1.4.II, upon receiving an application for subdivision, Council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the subdivision application of Lot 1072, Quad 116b/03.

For more information or to provide your input prior to the public meeting, please contact:

Planning Assistant
Box 308, Dawson, YT Y0B 1G0
PlanningAssist@cityofdawson.ca
867-993-7400 ext. 438

MINUTES OF COUNCIL MEETING C24-15 of the Council of the City of Dawson held on Tuesday, August 20, 2024 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

Mayor William Kendrick
 Councillor Alexander Somerville
 Councillor Julia Spriggs
 Councillor Patrik Pikálek
 Councillor Brennan Lister

REGRETS:

ALSO PRESENT:

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

1 CALL TO ORDER

The Chair, Councillor Somerville called Council meeting C24-15 to order at 7:00 p.m.

C24-15-01 2 ADOPTION OF AGENDA
Moved By: Councillor Pikálek
Seconded By: Mayor Kendrick

That the agenda for Council meeting C24-15 of August 20, 2024 be adopted as amended.

CARRIED UNANIMOUSLY

- add Closed Meeting Section 213 (3)(e) & 213 (3)(f)

3 DELEGATIONS & GUESTS

3.1 Susan Herrmann RE: Derelict Properties-Secondary Suites-Other Property Matters

Susan Herrmann spoke about the numerous unsightly properties and derelict buildings in town and the lack of action from the municipality.

3.2 Cud Eastbound Re: Waste Management

Cud Eastbound was originally going to talk about waste management but instead spoke about meeting procedures and how they need to change to improve public input.

4 PUBLIC HEARINGS

Councillor Pikálek declared a conflict of interest for item 7.4 Development Incentive Policy #2024-03.

4.1 Subdivision Application #24-074: Lot 6 and S'9 of Lot 7, Block B, Ladue Estate

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

4.2 Subdivision Application #24-075: Dredge Pond II Subdivision

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

4.3 Subdivision Application #24-076: Lot 34, Dredge Pond Subdivision

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

4.4 Consolidation Application #24-081: Lots 18 to 20, Block X, Ladue Estate

The Chair called for submissions.

Martin Knutson gave an explanation for their application and what they are planning to do with the lots.

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

4.5 Subdivision Application #24-082: Block C, Ladue Estate

The Chair called for submissions.

Diana Andrew commented that there are not a lot of details on the public hearing notices.

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.

5 ADOPTION OF MINUTES

C24-15-02

5.1 Council Meeting Minutes C24-11 of June 18, 2024

Moved By: Councillor Pikálek

Seconded By: Mayor Kendrick

That the minutes of Council Meeting C24-11 of June 18, 2024 be approved as presented.

CARRIED UNANIMOUSLY

C24-15-03

5.2 Special Council Meeting Minutes C24-12 of June 26, 2024

Moved By: Councillor Spriggs

Seconded By: Councillor Pikálek

That the minutes of Special Council Meeting C24-12 of June 26, 2024 be approved as presented.

CARRIED UNANIMOUSLY

C24-15-04

5.3 Special Council Meeting Minutes C24-14 of July 19, 2024

Moved By: Councillor Pikálek

Seconded By: Councillor Spriggs

That the minutes of Special Council Meeting C24-14 of July 19, 2024 be approved as presented.

CARRIED UNANIMOUSLY

6 SPECIAL MEETING, COMMITTEE, & DEPARTMENTAL REPORTS

6.1 Subdivision Applications

C24-15-05 **6.1.1 Subdivision Application #24-074: Lot 6 and S'9 of Lot 7, Block B, Ladue Estate**
Moved By: Councillor Spriggs
Seconded By: Councillor Somerville

That Council grant subdivision authority to consolidate Lots 6 and S'9 of Lot 7, Block B, Ladue Estate into one lot, subject to the following conditions:

1. The applicant submits a Stormwater Management Plan to the satisfaction of the Planning Manager and Public Works Manager.
2. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
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.

CARRIED UNANIMOUSLY

C24-15-06 **6.1.2 Subdivision Application #24-075: Dredge Pond II Subdivision**
Moved By: Mayor Kendrick
Seconded By: Councillor Spriggs

That Council grant subdivision authority to subdivide Dredge Pond II Subdivision into five lots, subject to the following conditions:

1. The applicant submits a Stormwater Management Plan to the satisfaction of the Planning Manager and Public Works Manager.
2. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
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.

CARRIED UNANIMOUSLY

C24-15-07 **6.1.3 Subdivision Application #24-076: Lot 34, Dredge Pond Subdivision**
Moved By: Mayor Kendrick
Seconded By: Councillor Spriggs

That Council grant subdivision authority to subdivide Lot 34, Dredge Pond Subdivision into two lots, subject to the following conditions:

1. The applicant submits a Stormwater Management Plan to the satisfaction of the Planning Manager and Public Works Manager.
2. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
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.

CARRIED UNANIMOUSLY

Councillor Lister arrived for the meeting.

C24-15-08	<p>6.1.4 Subdivision Application #24-081: Lots 18 to 20, Block X, Ladue Estate Moved By: Councillor Pikálek Seconded By: Mayor Kendrick</p>
	<p>That Council grant subdivision authority to consolidate Lots 18, 19, and 20, Block X, Ladue Estate, and subdivide into two lots, subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The applicant submits a Stormwater Management Plan to the satisfaction of the Planning Manager and Public Works Manager. 2. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval. 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.
	CARRIED UNANIMOUSLY
C24-15-09	<p>6.1.5 Subdivision Application #24-082: Block C, Ladue Estate Moved By: Mayor Kendrick Seconded By: Councillor Pikálek</p>
	<p>That Council grant subdivision authority to subdivide Lot 9, Block C, Ladue Estate into four lots, and consolidate the newly created 50' by 50' lot with Lot 9-1, Block C, Ladue Estate, subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The applicant submits a Stormwater Management Plan to the satisfaction of the Planning Manager and Public Works Manager. 2. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval. 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.
	CARRIED UNANIMOUSLY
	<p>7 BYLAWS & POLICIES</p>
C24-15-10	<p>7.1 2024 Municipal Election Bylaw (2024-09)-Third & final Reading Moved By: Councillor Pikálek Seconded By: Councillor Spriggs</p>
	<p>That Council give bylaw #2024-09, being the 2024 Municipal Election Bylaw, third and final reading.</p>
	CARRIED 4-1
C24-15-11	<p>7.2 Official Community Plan Amendment No. 11 Bylaw (2024-07)-3rd & Final Reading Moved By: Mayor Kendrick Seconded By: Councillor Spriggs</p>
	<p>That Council give bylaw #2024-07, being the Official Community Plan Amendment No. 11 Bylaw, third and final reading.</p>
	CARRIED UNANIMOUSLY

C24-15-12 **7.3 Zoning Bylaw Amendment No. 31 Bylaw (2024-08)-3rd & Final Reading**
Moved By: Mayor Kendrick
Seconded By: Councillor Spriggs

That Council give bylaw #2024-08, being the Zoning Bylaw Amendment No. 31 Bylaw, third and final reading.

CARRIED UNANIMOUSLY

Councillor Pikálek left the meeting due to the identified conflict of interest.

C24-15-13 **7.4 Development Incentive Policy #24-03**
Moved By: Mayor Kendrick
Seconded By: Councillor Somerville

That Council adopt Policy #2024-03, being the Development Incentive Policy.

CARRIED 4-0

Councillor Pikálek came back to the meeting.

C24-15-14 **7.5 Correspondence Policy #24-02**
Moved By: Councillor Lister
Seconded By: Councillor Spriggs

That Council adopt Policy #2024-02, being the Correspondence Policy.

CARRIED 3-2

7.5.1 Refer to next Committee of the Whole Meeting
Moved By: Councillor Pikálek
Seconded By: Mayor Kendrick

That Council refer the Correspondence Policy to the next Committee of the Whole meeting.

DEFEATED 2-3

8 PUBLIC QUESTIONS

Susan Herrmann had a question regarding why a Council member who lives out of the municipal boundary can be a member of Council. She also had questions regarding water, sewer, and infrastructure for the planned future subdivisions.

Cud Eastbound had questions regarding the Council Proceedings Bylaw.

Diana Andrew had questions regarding the Development Incentive Policy. She also had questions regarding what can be done by the citizens to help attract people to run for Mayor and Council.

William Kendrick had a question regarding an email he sent to Council members and a letter sent in by a member of public.

8.1 Extend Meeting
Moved By: Mayor Kendrick
Seconded By: Councillor Pikálek

That Council meeting C24-15 be extended not to exceed one hour

DEFEATED 2-3

9 ADJOURNMENT

No adjournment was made because the meeting automatically adjourned at 10:00PM.

THE MINUTES OF COUNCIL MEETING C24-15 WERE APPROVED BY COUNCIL RESOLUTION #C24-17-XX AT COUNCIL MEETING C24-17 OF SEPTEMBER 17, 2024.

Alexander Somerville, Chair

David Henderson, CAO

MINUTES OF COUNCIL MEETING C24-17 of the Council of the City of Dawson held on Tuesday, September 19, 2024 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

Mayor William Kendrick
 Councillor Patrik Pikálek
 Councillor Brennan Lister
 Councillor Alexander Somerville
 Councillor Julia Spriggs

REGRETS:

ALSO PRESENT:

A/CAO: Paul Robitaille
 MC: Elizabeth Grenon
 PDM: Farzad Zarringhalam
 CFO: David Ni

1 CALL TO ORDER

The Acting Chief Administrative Officer, Paul Robitaille, called Special Council meeting C24-17 to order at 7:00 p.m..

C24-17-01 1.1 Appoint Chair for Special Council Meeting C24-17

Moved By: Councillor Lister
Seconded By: Councillor Somerville

That Council appoint Councillor Pikálek to Chair Special Council Meeting C24-17.

CARRIED 4-1

C24-17-02 2 ADOPTION OF AGENDA

Moved By: Councillor Pikálek
Seconded By: Mayor Kendrick

That the agenda for Special Council meeting C24-17 of September 19, 2024 be adopted as amended.

CARRIED UNANIMOUSLY

- addition of Subdivision Application #24-059

3 SPECIAL MEETING, COMMITTEE, & DEPARTMENTAL REPORTS

C24-17-03 3.1 Subdivision Application #24-059 S 10' of Lot 19 with Lot 20, Block U, Ladue Estate

Moved By: Mayor Kendrick
Seconded By: Councillor Somerville

That Council grant subdivision authority to consolidate S 10' of Lot 19, Block U, Ladue Estate with Lot 20, Block U, Ladue Estate and adjust the boundary between Lot 20 and the resulting Lot 19 (DP #24-059).

Subject to the following conditions:

1. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
2. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
3. That the shed located on N'40 of Lot 19 be relocated to the lot boundaries in accordance with the required setbacks.

CARRIED UNANIMOUSLY

C24-17-04 3.2 Review of Investing in Canada Infrastructure Program (ICIP) Funding Application-Submission Package-New Rec Centre

Moved By: Councillor Somerville

Seconded By: Mayor Kendrick

That Council review and approve the attached conceptual plans for submission by Yukon Government to the Government of Canada's Investing in Canada Infrastructure Program (ICIP).

CARRIED UNANIMOUSLY

4 PUBLIC QUESTIONS

Lee Mierau, Tyler Nichol, and Kim Biernaskie had questions regarding the new Recreation Centre.

C24-17-05 5 ADJOURNMENT

Moved By: Mayor Kendrick

Seconded By: Councillor Lister

That Special Council Meeting C24-17 be adjourned at 8:22 p.m. with the next regular meeting of Council being October 15, 2024.

CARRIED UNANIMOUSLY

THE MINUTES OF SPECIAL COUNCIL MEETING C24-17 WERE APPROVED BY COUNCIL RESOLUTION #C24-18-XX AT COUNCIL MEETING C24-18 OF OCTOBER 15, 2024.

Patrik Pikálek, Chair

Paul Robitaille, A/CAO

The City of Dawson
 Cheque Run 24-16 Aug 16 2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
61102	44478 Yukon Inc.-Tangerine Technologies	\$4,929.75		ADM	ContSvs-IT
61103	Advance North Mechanical	\$752.93	\$60.91	PW	HvyEqR&M
			\$307.65	PW	VehR&M
			\$384.37	PS	VehR&M
			\$752.93		
61104	AFD Petroleum Ltd.	\$1,706.86	\$560.86	REC	BldgFuel-Pool
			\$1,146.00	ADM-PS	BldgFuel-GenSet
			\$1,706.86		
61105	Air North Partnership	\$221.82		PW	Freight
61106	Arctic Inland Resources Ltd.	\$3,089.27		PS	OpSupp
61107	Assoc. of Yukon Communities	\$14,610.51		ADM	Membership
61108	Associated Engineering (B.C.) Ltd	\$187.11		PW	SCADA Services-Support
61109	Atkinson, Mary - In Trust	\$10,600.00		ADM	DivCtreCash
61110	BHB Holdings	\$262.50		ADM	ArchiveStorage
61111	Bureau Veritas	\$289.64		PW	ContSvs-WaterTesting
61112	Cotter Enterprises	\$3,528.00		CABLE	ContSvs-June
61113	Dawson City Arts Society	\$2,000.00		REC	CRFUND - Grant
61114	Dawson City Minor Soccer	\$3,000.00		REC	FUND - YouthWages
61115	Display Systems International Inc.	\$315.00		CABLE	OpSupp
61116	Grenon Enterprises Ltd.	\$67,913.53	\$2,588.25	PW	ContSvs-June23-29 Roadworks
			\$75.08	PW	WaterDel-DivCtre
			\$315.00	PW	Pumpout-DivCtre
			\$2,926.88	PW	ContSvs-June30-July6 Roadworks
			\$1,884.76	PW	ContSvs-July7-13 Roadworks
			\$75.08	PW	WaterDel-DivCtre
			\$388.50	PW	OpSupp-GravelDel
			\$315.00	REC	ContSvs-OuthousesatMinto
			\$10,885.88	PW	ResWtrDel
			\$4,890.40	PW	ContSvs-May5-12 Roadworks
			\$1,052.60	PW	OpSupp-Gravel
			\$1,732.50	PW	ContSvs-May13-19 Roadworks
			\$236.25	PW	ContSvs-Quigley Roadworks
			\$582.75	PW	OpSupp-Gravel for QuigleyRd
			\$388.50	PW	OpSupp-Gravel
			\$3,331.13	PW	ContSvs-May27-June Raodworks
			\$971.25	PW	OpSupp-Gravel
			\$6,898.51	PW	ContSvs-June2-8
			\$75.08	PW	WtrDel-DivCtre
			\$3,927.00	PW	ContSvs-June16-22
			\$315.00	PW	Pumpout-DivCtre
			\$9,309.30	PW	ResWtrDel
			\$2,913.75	PS	WtrDel-DomeTanks
			\$874.13	PS	WtrDel-Tanks
			\$10,960.95	PW	ResWtrDel
			\$67,913.53		
61117	HiMark Mechanical	\$1,312.50		PW	HvyEqR&M
61118	Infosat Communications	\$97.73		PS	SatPhone
61119	Kenetic Welding	\$157.50		PW	ContSvs-Quigley
61120	Klondike Office Systems	\$390.88	\$250.33	ADM	CopyCount
			\$140.55	ADM	CopyCount
			\$390.88		
61121	Klondike Visitors Association	\$3,000.00		REC	Grant
61122	The Literary Society of the Klondike	\$1,748.25		ADM	Advertising

The City of Dawson
 Cheque Run 24-16 Aug 16 2024

61123	Lawson Lundell LLP	\$6,440.49		ADM	ProFees-Legal
61124	Little Critters Daycare	\$3,000.00		REC	Grant
61125	Mayes Enterprises	\$860.50		REC	ContSvs-PitchWtrRep
61126	Nordique Fire Protection	\$615.30		PS	ContSvs-Annual
61127	Northern Superior Mechanical	\$271.53	\$40.18	PW	VehR&M
			\$204.77	PW	VehR&M
			\$26.58	PW	HvyEqR&M
			<hr/>		
			\$271.53		
61128	North Klondike Highway Music Society	\$1,600.00		REC	Grant
61129	Norton Rose Fulbright	\$1,915.20		PL&D	ProFees-Legal
61130	Osmond, Marina	\$1,500.00		REC	CR-Skate Reimb-ProgSupp
61131	R&J Sign Company	\$800.00		REC	Signage
61132	SKKY hotel	\$278.25		PL&D	Accommodations
61133	Tetra Tech Canada Inc.	\$463.45		PW	ContSvs
61134	Top Link Disc Golf	\$3,735.77		REC	Toys
61135	Total North Communications Ltd	\$684.08	\$273.00	PS	WirelessRadio
			\$411.08	ADM	ContSvs-InhousePhone
			<hr/>		
			\$684.08		
61136	Tr'ondøk Hwδch'in	\$510.00			
61137	Tsunami Solutions Ltd. dba SafetyLine	\$170.10		PW	SafetyLine
61138	Uline Canada Corporation	\$339.44		REC	NonCapEquip
61139	Vigliotti, Daniel	\$750.00		ADM	RecyclingRefund
61140	Zarringhalam, Farzad	\$86.43		PL&D	Reimb-TravelExpenses

The City of Dawson
Cheque Run 24-17 Aug 26 2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
61141	AFD Petroleum Ltd.	\$10,814.87	\$5,735.44	ALL	VehFuel
			\$1,779.94	REC	BldgFuel-Pool
			\$3,299.49	ALL	VehFuel
			\$10,814.87		
61142	Air North Partnership	\$333.15		PW	Freight
61143	Munisight Ltd.	\$6,294.75		ADM	ContSvs
61144	Aquam Specialiste Aquatique Inc.	\$859.99		REC	OpSupp-Pool
61145	Arctic Inland Resources Ltd.	\$3,487.73	\$3,368.05	PW	OpSupp
			\$119.68	REC	NonCapEquip
			\$3,487.73		
61146	Bonanza Klondike Inc.	\$30.00		REC	Fuel
61147	Bonanza Market	\$759.37	\$230.36	REC	PromoSpcEvt
			\$202.44	REC	SpcEvtCDay
			\$107.15	ADM	OffSupp
			\$146.18	REC	ProgSupp
			\$73.24	ADM	PromoSpcEvt
			\$759.37		
61148	Brenntag Canada Inc.	\$1,005.88		PW	Chemicals
61149	Commercial Aquatic Supplies	\$4,599.00		REC	BldgR&M-Pool
61150	Dawson City General Store	\$2,052.55	\$379.40	ADM	OffSupp
			\$35.68	PW	JaniSupp
			\$877.35	REC	ProgSupp
			\$429.18	REC	YLAPSupp
			\$5.39	ADM	PromoSpcEvt
			\$325.55	REC	PromoSpcEvt
			\$2,052.55		
61151	Dawson Hardware Ltd.	\$4,931.04	\$95.41	REC	OpSuppGdn
			\$43.41	REC	OpSuppArena
			\$155.56	PW	OpSuppDivCtre
			\$980.53	PW	OpSupp
			\$47.23	PW	OpSuppWTP
			\$291.03	PW	SafetyGear
			\$26.44	ADM	BldgR&M
			\$157.32	PW	Tools
			\$582.83	PW	SafetySupp
			\$67.16	PW	NonCapEquip
			\$450.57	PW	SafetySupp
			\$212.01	REC	SafetySupp
			\$36.95	REC	OpSuppGrnSp
			\$787.80	PW	JaniSupp
			\$198.12	PW	BldgR&M
			\$30.52	PW	OpSuppWTP
			\$291.69	REC	OpSupp
			\$25.37	REC	OpSuppMinto
			\$74.60	REC	OpSuppPool

The City of Dawson
 Cheque Run 24-17 Aug 26 2024

			\$34.94	REC	ProgSupp
			\$28.33	PS	OpSupp
			\$9.44	REC	BldgR&MWtrFrft
			\$15.75	REC	OpSuppMinto
			\$147.41	PW	NonCapEquip
			\$26.45	REC	BldgR&M
			\$68.19	ADM	OffSupp
			\$13.86	REC	EqR&M
			\$32.12	REC	VehR&M
			<hr/>		
			\$4,931.04		
61152	Dawson Trading Post	\$35.60		REC	ProgSupp
61153	Gammie Sylvie	\$262.50		PL&D	FeeRefund
61154	Grenon Enterprises Ltd.	\$7,388.71	\$315.00	PW	ContSvsDomeLftStnPumpOut
			\$971.25	PW	OpSupp-Gravel
			\$763.88	PW	ContSvs-Jul22-Aug3 Roads
			\$78.08	PW	WtrDel-DivCtre
			\$388.50	PW	OpSupp-YkStockpile
			\$194.25	REC	Septic-CrocusBluff-PumpOut
			\$315.00	PW	Septic-DivCtre-PumpOut
			\$4,362.75	PW	ContSvAug4-10
			<hr/>		
			\$7,388.71		
61155	Kemp Concrete Products	\$18,070.46		PW	OpSupp-SWR
61156	Klondike Office Systems	\$250.33		ADM	CopyCt
61157	Manitoulin Transport	\$1,713.76		PW	Freight
61158	Maximillian's Gold Rush Emporiu	\$70.74	\$20.99	REC	NonCapEq
			\$49.75	ADM	PromoSpcevt
			<hr/>		
			\$70.74		
61159	Northern Superior Mechanical	\$2,376.47	\$530.99	PW	VehR&M
			\$71.98	REC	EqR&M
			\$652.69	PW	OpSupp
			\$736.90	PW	HvyEqR&M
			\$26.31	PW	NonCapEq
			\$129.87	PW	OpSupp-WTP
			\$227.73	PW	SafetySupp
			<hr/>		
			\$2,376.47		
61160	Northwestel Inc.	\$6,850.36		ALL	Phone
61161	Norton Rose Fulbright	\$8,250.00		PL&D	InTrust
61162	Raven's Nook	\$1,325.10	\$1,041.60	REC	SafetyGear
			\$283.50	PW	SafetyGear
			<hr/>		
			\$1,325.10		
61163	A Ray of Sunshine	\$248.03	\$232.09	REC	ProgSupp
			\$15.94	PW	OpSupp
			<hr/>		
			\$248.03		
61164	Reilly, Uta	\$525.00		PL&D	DepositRefund
61165	The Chickweeders	\$6,666.18		REC	ContSvs
61166	TK Elevator (Canada) Ltd.	\$182.03		ADM	BldgR&M-Annual Inspection
61167	Transition Industries	\$42,000.00		REC	ContSvs

The City of Dawson
Cheque Run 24-17 Aug 26 2024

61168	Uline Canada Corporation	\$1,909.77	\$662.60	PW	SafetySupp
			\$264.60	PW	OpSupp
			\$982.57	PW	OpSupp-DivCtr
			<hr/>		
			\$1,909.77		
61169	Yukon Energy Corporation	\$3,869.82		PW	Lights-Aug14STmt
61170	Yukon Service Supply Co.	\$1,668.14		PW	JaniSupp

The City of Dawson
Cheque Run 24-18 Sep 6 2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
61171	AGF Investments Inc.	\$1,731.00		ADM	RRSP16-17-18
61172	BMO Nesbitt Burns	\$1,425.00		ADM	RRSP16-17-18
61173	Cambrian Credit Union	\$1,896.72		ADM	RRSP16-17-18
61174	Canada Life	\$1,434.12		ADM	RRSP16-17-18
61175	CIBC-Dawson City	\$1,370.88		ADM	RRSP16-17-18
61176	CIBC - Whitehorse	\$1,645.14		ADM	RRSP16-17-18
61177	Public Service Alliance of Canada	\$4,910.07		ADM	Union16-17-18
61178	Royal Bank of Canada Brampton	\$600.00		ADM	RRSP16-17-18
61179	Royal Bank of Canada	\$1,938.96		ADM	RRSP16-17-18
61180	Scotia Securities	\$475.00		ADM	RRSP16-17-18
61181	Questrade Inc.	\$2,937.00		ADM	RRSP16-17-18
61182	CIBC-Dawson City	\$2,083.36		ADM	RRSP16-17-18
61183	Questrade Inc.	\$1,500.00		ADM	RRSP16-17-18
61184	Scotia Securities	\$1,645.14		ADM	RRSP16-17-18
61185	CIBC-Dawson City	\$900.00		ADM	RRSP16-17-18
61186	CIBC-Dawson City	\$1,118.40		ADM	RRSP16-17-18
61187	CIBC-Dawson City	\$600.00		ADM	RRSP16-17-18
61188	CIBC-Dawson City	\$1,200.00		ADM	RRSP16-17-18
61189	CIBC-Dawson City	\$1,951.92		ADM	RRSP16-17-18
61190	CIBC-Dawson City	\$1,235.76		ADM	RRSP16-17-18
61191	CIBC-Dawson City	\$1,870.50		ADM	RRSP16-17-18
61192	44478 Yukon Inc.-Tangerine Technolc	\$1,575.00		ADM	ContSvs-IT
61193	AFD Petroleum Ltd.	\$7,181.50	\$1,197.61	PW	BldgFuel-Garage
			\$3,337.00	REC	BldgFuel-Pool
			\$412.39	REC	BldgFuel-Arena
			\$2,234.50	ALL	VehFuel
			<u>\$7,181.50</u>		
61194	Atkinson, Mary - In Trust	\$17,750.00		ADM	DivCtreCash
61195	BHB Holdings	\$131.25		ADM	ArchiveStor
61196	Big Canoe, Laura	\$200.00		ADM	HOG Grant
61197	Blattler, Edgar	\$410.05		PS	Reimb-Candy
61198	Blattler, Debra	\$200.00		ADM	HOG Grant
61199	Bureau Veritas	\$289.64		PW	ContSvs
61200	Cotter Enterprises	\$9,539.25		CABLE	ContSvs-July-August
61201	5 Star Services & Products Inc.	\$765.89		PS	SpcClothing
61202	Dire Wolf Media	\$1,837.50		REC	ContSvs
61203	Display Systems International Inc.	\$315.00		CABLE	ContSv
61204	Gammie Trucking Ltd.	\$871.50		REC	ContSvs
61205	Hardie, Gordon	\$200.00		ADM	HOG Grant
61206	Harris, Kyra	\$750.00		REC	Instructor
61207	Inclusion Yukon	\$50.50		REC	ProgSupp
61208	John Howland Photography	\$2,100.00		REC	ContSvs
61209	Juliette's Manor	\$2,450.00		ADM	StaffAccomm
61210	Kilrich Industries	\$937.82		REC	OpSupp-Gazebo

The City of Dawson
Cheque Run 24-18 Sep 6 2024

61211	Klondike Office Systems	\$279.22		ADM	CopyCt
61212	Klondike Institute of Arts & Culture	\$90.00		REC	ProgSupp
61213	Klondike Printing	\$882.00		REC	NonCapEquip
61214	Lawson Lundell LLP	\$107.10		ADM	ProFees-Legal
61215	Mann That's Good	\$1,000.00		REC	ProgSupp
61216	Municipal Information Network	\$315.00		ADM	ContSvs
61217	Norton Rose Fulbright	\$3,313.80		PL&D	ProFees-Legal
61218	North Fire Systems Inc.	\$1,657.11		PS	SafetySupp
61219	Ramtech Environmental Products	\$3,170.62		ADM	GST-PrevInvoices on Acct
61220	A Ray of Sunshine	\$188.21		REC	ProgSupp
61221	R&J Sign Co	\$1,000.00		REC	ContSvs
61222	Slattery, Shari	\$272.00		REC	Instructor
61223	Suncorp Valuations Ltd	\$1,360.80		ADM	ContSvs
61224	Taylor, Bonnie	\$200.00		ADM	HOG Grant
61225	Mawunganidze, Ricky	\$2,000.00		ADM	Rent CFOAccommo
61226	Sprokkreeff, Monna	\$200.00		ADM	HOG Grant
61227	McClements, Kelly	\$200.00		ADM	HOG Grant
61228	Roberts, Marion	\$40.00		REC	DepRtnFob
61229	Annies Creek Birch Farm	\$147.00		PS	ContSvs
61230	Total North Communications Ltd	\$684.08		ADM	ContSvs-Phone
61231	Transition Industries	\$6,825.00		REC	ContSvs
61232	Unbeatable Printing	\$1,215.90	\$816.90	REC	Signage
			\$399.00	PL&D	Presentation-Heritage
			<u>\$1,215.90</u>		
61233	Univerus Software Canada	\$180.87		REC	ContSvs-IT
61234	Whitehorse Motors Ltd.	\$48,176.31		PW	Truck
61235	Woods, Elizabeth	\$200.00		ADM	HOG Grant
61236	Yukon Energy Corporation	\$30,279.49		ALL	MAIN STmt-Aug21
61237	Yukon Energy Corporation	\$12,206.73		PW	W.O. 22229-DivCtreUPGrade

The City of Dawson
Cheque Run 24-19 Sep 20 2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
61238	Advance North Mechanical	\$918.68	\$248.92	PW	HvyEqR&M
			\$669.76	PW	VehR&M
			\$918.68		
61239	AFD Petroleum Ltd.	\$21,031.35	\$126.95	ADM	BldgFuel-FCRes
			\$5,059.12	REC	BldgFuel-Arena
			\$13,273.00	PW	BldgFuel-WTP
			\$2,572.28	REC	BldgFuel-Pool
			\$21,031.35		
61240	Air North Partnership	\$1,389.08	\$1,095.08	PW	Freight
			\$294.00	PW	Flight
			\$1,389.08		
61241	Arctic Inland Resources Ltd.	\$972.93		REC	BldgR&M-Arena
61242	Associated Engineering (B.C.) Ltd	\$1,091.48		PW	ContSvs-SCADA-WTP
61243	ATAP Infrastructure Management Ltd	\$11,550.00		PW	ContSvs-IT-YorkeStn
61244	Bonanza Klondike Inc.	\$224.00		REC	Fuel
61245	Bonanza Market	\$1,342.55	\$263.36	REC	PromoSpEv
			\$900.90	PW	PromoSpEv
			\$178.29	ADM	PromoSpEv
			\$1,342.55		
61246	Cashman, Dr. Stephen	\$206.00		PS	ContSvs-Med
61247	Chilkoot Equipment Ltd.	\$89.08		PW	ChilkootEq PW OpSupp
61248	Clear Water Controls	\$3,063.80		PW	Chemicals
61249	Dawson City General Store	\$375.50	\$156.06	ADM	OffSupp
			\$219.44	REC	ProgSupp
			\$375.50		
61250	Dawson Hardware Ltd.	\$1,541.57	\$376.86	REC	P&GMaint
			\$71.35	PW	OpSupp
			\$147.00	REC	ProgSuppDDays
			\$32.11	PW	SafetyGear
			\$23.61	ADM	OffSupp
			\$30.02	REC	NonCapEq
			\$5.66	REC	P&GMaintMinto
			\$256.93	PW	JaniSupp
			\$11.33	PW	SafetySupp
			\$330.29	PW	BldgR&M
			\$16.99	REC	BldgR&M-Pool
			\$20.78	REC	EquipR&M
			\$20.90	PW	OpSupp-DivCtre
			\$40.81	PW	OpSupp-WTP
			\$9.44	ADM	OffEquip
			\$128.63	REC	BldgR&M-Arena
			\$18.86	REC	OpSupp
			\$1,541.57		
61251	Dawson City Slo-pitch Association	\$1,800.00		REC	Grant
61252	Endress+Hauser Canada Ltd.	\$1,123.24		PW	OpSupp-WTP

The City of Dawson
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61253	Exalt HR Consulting	\$4,725.00		ADM	ContSvs-HR
61254	Firehall Bookstore	\$1,258.32		PS	ContSvs
61255	Flowpoint Environmental Systems	\$1,149.75		PW	ContSvs-IT
61256	Flynn Electrical Contracting Ltd.	\$1,648.50		PW	ContSvs
61257	Gaiimo + Associates Architects Inc.	\$20,475.00		PL&D	ContSvs-HeritagePlanning
61258	Goldbottom Mine Tours	\$367.50		REC	ContSvs
61259	Grenon Enterprises Ltd.	\$11,779.05	\$724.50	REC	ContSvs-Minto
			\$10,060.05	PW	ResWtrDel
			\$367.50	REC	ContSvs-Crocus
			\$630.00	REC	ContSvs-Minto
			<hr/>		
			\$11,779.05		
61260	Hach Sales & Service Canada LP	\$1,114.05		PW	Chemicals-WTP
61261	Henderson, David	\$2,412.64		ADM	BldgR&Mres
61262	Infosat Communications	\$89.96		PS	SatPhone
61263	Kendrick, William	\$200.00		M&C	PerDiems AYC
61264	Kendrick Equipment (2003) Ltd.	\$1,076.29		REC	EqR&M-Arena
61265	Klondike Institute of Arts & Culture	\$2,000.00		REC	Grant
61266	The Literary Society of the Klondike	\$582.75		ADM	Advertising
61267	Manitoulin Transport	\$1,329.37	\$735.75	PW	Freight
			\$593.62	REC	Freight
			<hr/>		
			\$1,329.37		
61268	Mark's Commercial	\$302.39		PW	SafetyGear
61269	Maximillian's Gold Rush Emporium	\$41.98		REC	ProgSupp
61270	Ng, Dr. Christa	\$200.00		PS	ContSvs-Med
61271	Northern Superior Mechanical	\$761.15	\$561.75	PW	VehR&M
			\$199.40	PW	OpSupp
			<hr/>		
			\$761.15		
61272	Northlands Water & Sewer Supplies L	\$9,594.88		PW	OpSupp
61273	Pacific Northwest Moving	\$3,030.06	\$291.57	REC	Freight
			\$2,395.47	PW	Freight
			\$343.02	ADM	Freight
			<hr/>		
			\$3,030.06		
61274	D. Regimbal Contracting & Constructi	\$5,775.00		REC	ContSvs-Grnhse
61275	Smith Cameron Pump Solutions Ltd.	\$44,982.00		PW	SCGProcess PW OpSupp
61276	Serre de St. Jean, Kate	\$403.63		PW	TravelNwTrk
61277	Son of Mendel Inc.	\$183.75		PL&D	Refund on Dpermit
61278	Derek McNiece Promotions	\$313.08		PS	OpSupp
61279	German, Sara	\$3,000.00		REC	Grant
61280	Bukszowana, Malwina	\$1,135.75		REC	Instructor
61281	Tenaquip Ltd.	\$624.75		PW	EqR&M
61282	TNT Small Engine Repair	\$177.06		REC	EqR&M
61283	Tsunami Solutions Ltd. dba SafetyLine	\$170.10		PW	SafetyLine
61284	Uline Canada Corporation	\$1,488.73		ADM	NonCapEq
61285	WSP Canada Inc	\$8,295.00		REC	ContSvs-Arena
61286	Yukon Service Supply Co.	\$1,514.00		PW	JaniSupp
61287	Yukon Workers' Compensation Health	\$10,442.00		PS	YknWkrs FD PS 2024
61288	Yukon Order Of Pioneers	\$2,007.00		REC	Grant

The City of Dawson
Electronic Fund Transfers (Jun- Sep 2024)

Date	Description	EFT Amount	Description
3-Jun	Medical Insurance	\$16,419.54	Ykn Communities Insurance Association
3-Jun	RCAP	\$186.90	Photocopier lease
7-Jun	Payroll	\$139,111.91	PP#12
18-Jun	Visa	\$13,285.75	Bell/advert/safety equip/supplies
18-Jun	Fargo	\$261.45	Photocopier lease
19-Jun	CIBC Group RRSP	\$730.80	RRSP
20-Jun	Cable	\$7,942.24	Allianc
21-Jun	Payroll	\$160,620.01	PP#13
26-Jun	Fargo	\$393.75	Photocopier lease
2-Jul	Medical Insurance	\$16,419.54	Ykn Communities Insurance Association
2-Jul	RCAP	\$186.90	Photocopier lease
2-Jul	CIBC Group RRSP	\$730.80	RRSP
5-Jul	Payroll	\$152,993.19	PP#14
18-Jul	Visa	\$14,484.82	Bell/advert/safety equip/supplies
18-Jul	Fargo	\$261.45	Photocopier lease
19-Jul	Payroll	\$160,930.56	PP#15
22-Jul	Cable	\$7,737.87	Allianc
26-Jul	Fargo	\$393.75	Photocopier lease
1-Aug	Medical Insurance	\$18,487.38	Ykn Communities Insurance Association
1-Aug	RCAP	\$186.90	Photocopier lease
2-Aug	CIBC Group RRSP	\$730.80	RRSP
2-Aug	Payroll	\$152,463.91	PP#16
16-Aug	Payroll	\$152,458.17	PP#17
19-Aug	Fargo	\$261.45	Photocopier lease
20-Aug	Visa	\$7,831.38	Bell/advert/safety equip/supplies
20-Aug	Cable	\$7,313.64	Allianc
26-Aug	Fargo	\$393.75	Photocopier lease
27-Aug	Cable	\$2,249.10	Allianc Annual Fee
30-Aug	Payroll	\$131,285.37	PP#18
3-Sep	Medical Insurance	\$17,361.90	Ykn Communities Insurance Association
3-Sep	RCAP	\$186.90	Photocopier lease
9-Sep	CIBC Group RRSP	\$1,096.20	RRSP
13-Sep	Payroll	\$130,560.38	PP#19
17-Sep	Visa	\$5,135.72	Bell/advert/safety equip/supplies
18-Sep	Fargo	\$261.45	Photocopier lease
20-Sep	Cable	\$7,286.14	Allianc
26-Sep	Fargo	\$393.75	Photocopier lease
27-Sep	Payroll	\$117,202.85	PP#20



City of Dawson Report to Council

Agenda Item	Emergency Budget Amendment For Brickner Retaining Wall
Prepared By	Public Works Manager
Meeting Date	September 3rd, 2024
References (Bylaws, Policy, Leg.)	- 2021-03 Procurement Policy
Attachments:	- CND Landscaping Budget

X	Council Decision
	Council Direction
x	Council Information
	Closed Meeting

Recommendation

That Council accept the budget amendment as required for work conducted at 625 Eighth Avenue

Executive Summary

The retaining wall controlling sloughing from Eighth Ave. into the Brickner property at 625 Eighth Ave has been failing for a number of years. Recently, Public Works was called by the owner suggesting the situation was no longer tenable. Public Works agreed and due to timing and past history felt this was deemed an emergency situation needing to be rectified immediately.

Background

In the past the owner of the property has successfully sued the CoD twice due to drainage issues and the retaining wall in existence. Both of these issues are intertwined as drainage has had a negative effect on the retaining wall resulting in destabilization of the roadway, threatening the property in question. Public Works resolved the drainage issues in the majority but the effects had been already seen at the retaining wall. This, combined with the weight of the road and steep grade associated with 8th Ave. has forced Public Works to engage in emergency protocols to stave off any deleterious effects to the property.

Discussion / Analysis

The previous retaining wall built under legal duress has not lasted as it was a conventional retaining wall constructed of 6x6 timber which has buckled over time. CND Landscaping, in conjunction with Public Works determined that a gabion wall consisting of metallic baskets filled with rock would be far more effective in the long term, perhaps even a permanent solution to the road way degradation entering and threatening the property. As well, Public Works felt it was incumbent to ensure that drainage was mitigated after construction to deny water access from the road to the property. A French drain was also constructed beneath the gabions to allow any groundwater to move horizontally around the new retaining wall and preserve integrity.

Due to seasonal timing and the unpredictability of climactic and geotechnical conditions, this project was not budgeted for in the 2024 capital cost. As Public Works has no faith in what was the existing infrastructure the situation was deemed an emergency in order to complete work before freezing temperatures made this unfeasible. CND was requested to proceed in building a permanent structure and to ensure that spring runoff would not damage the site in future.

Fiscal Impact

This work requires a capital budget amendment of \$45,000 and an operational cost of \$13,870 for roadwork improvement.

The City of Dawson Finance Policy authorizes the CAO to reallocate Budgeted operating funds and requires a budget amendment for additional Capital budget items. The Source of funding for the capital will be the Contingency Reserve fund .

Alternatives Considered

None.

Next Steps

Contract to be delivered after work has commenced.

Approved by	Name	Position	Date
	David Henderson	CAO	

CND LANDSCAPES
Box 301
DAWSON CITY, YT
Y0B 1G0
867 334-0844
AUG 27, 2024

QUOTE FOR REGRADE OF STREET + GABION
WALL AT BRICKNER RESIDENCE ON 8TH AVE

SCOPE OF WORK: PLACE 6x6 TIMBER
ON TOP OF WALL TO
ALLOW PLACEMENT OF
GRAVEL ON GABION
BASKETS

PROVIDE SUFFICIENT
GRAVEL TO ALLOW POSITIVE
DRAINAGE AWAY FROM
TOP OF WALL WITH SWALE

EXTEND SWALE ONTO
ADJACENT PROPERTIES
FAR ENOUGH TO STOP
WATER FLOW ONTO BRICKNER
PROPERTY.

ALL LABOR, MATERIAL, & EQUIP PROVIDED
BY CND LANDSCAPES.

TOTAL COST 13,870.⁰⁰ + GST

MIKE CREW
Mike Coelli

END LANDSCAPES
BOX 301
DAWSON CITY, YT
JOB 140
867 334-0844
AUG 27, 2024

QUOTE FOR CONSTRUCTION OF RETAINING
WALL AT BRICKNER RESIDENCE ON 8TH AVE.

SCOPE OF WORK : REMOVE EXISTING WALL
AND DISPOSE.

CONSTRUCT GABION WALL
36' LONG, 9'-6" HIGH
WITHIN CITY R.O.W.

EXISTING STAIR AND STEP
TO BE RE-USED.

ROCK DRAIN TO BE INSTALLED
AT BASE OF WALL.

ALL LABOR + MATER. + EQUIP PROVIDED
BY END LANDSCAPES

TOTAL COST 45,000.⁰⁰ GST

MIKE CRELLI

Mike Crelli



City of Dawson Report to Council

Agenda Item	Subdivision Application 24-087
Prepared By	Planning and Development
Meeting Date	October 15th, 2024
References (Bylaws, Policy, Leg.)	Subdivision Bylaw, Municipal Act, OCP, Zoning Bylaw
Attachments	

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council does not grant subdivision authority to subdivide Lot 1072, Quad 116B/03 into two lots (Subdivision Application 24-087), on account of compliance issues, as per the Zoning Bylaw.

Executive Summary

Subdivision Application 24-087 proposes to subdivide Lot 1072, Quad 116B/03 into a larger lot (Lot A) and a smaller lot (Lot B) in order to facilitate the owner's intention to sell Lot B.

Background

The submission of Subdivision Application 24-087 was completed on September 10th, 2024.

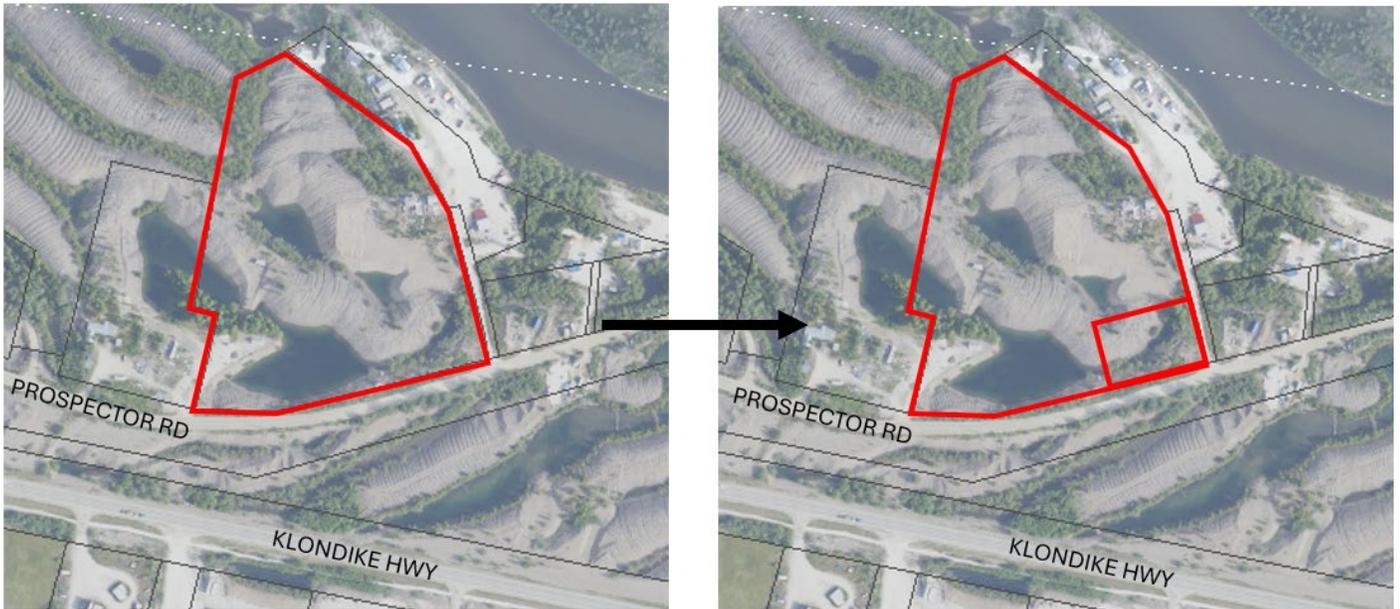


Figure 1: DP #24-087

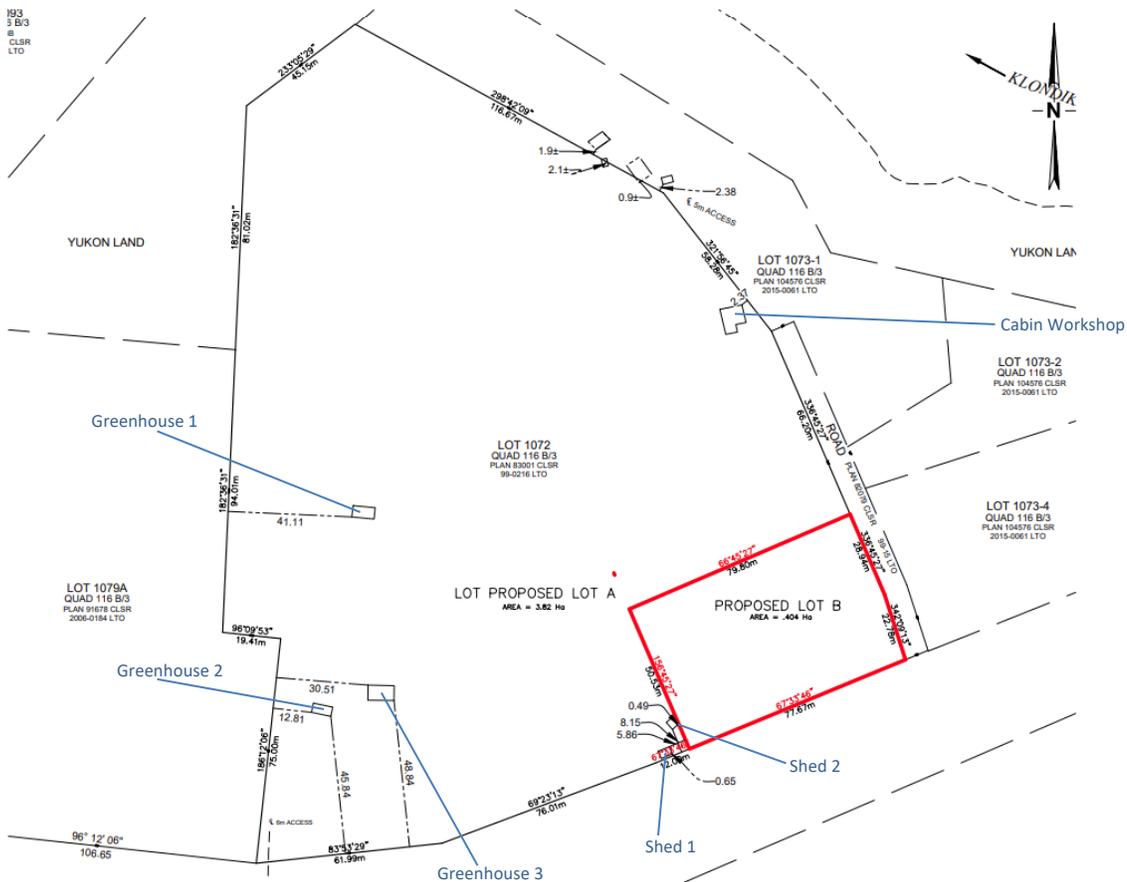


Figure 2: Labelled Preliminary Survey for DP #24-087

Discussion / Analysis

Subdivision Bylaw

Subdivision Control Bylaw s. 3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the Official Community Plan, the Zoning Bylaw, and the Subdivision Control Bylaw. The 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

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 conformity with this provision, access to the proposed lots exist on Prospector Road and the road to the east side of the parcels.

According to S.319 (3) of the Municipal Act “Subject to any other provisions of this Act, if an approving authority is of the opinion that compliance with a requirement of any applicable regulation or bylaw is impractical or undesirable because of circumstances peculiar to a proposed subdivision, the approving authority may relieve the applicant in whole or in part from compliance with the requirement, but no relief shall be granted that is contrary to the provisions of an official community plan or zoning bylaw.”

Official Community Plan

The property is currently designated as CR- Country Residential. This area predominantly consists of low-density residential uses, small-scale open spaces and institutional uses. Residential lots in these areas do not necessarily rely on being connected to municipal water and sewer infrastructure.

The subdivided lots would retain the same designation and any new use or development on the proposed lot would be required to conform to the OCP designation, or else apply for an OCP Amendment.

Zoning Bylaw

The Zoning Bylaw is intended to implement the goals of the OCP. Lot 1072 is Zoned R3: Country Residential.

According to Table 11-3 of the Zoning Bylaw, the minimum and maximum parcel size requirements for the Country Residential zone are 1 acre and 4 acres, respectively. The proposed Lot A will be approximately 9.4 acres, exceeding the maximum parcel size and hence non-compliant. The proposed Lot B is one acre in size and will comply with the Zoning Bylaw.

Lot B would contain no structures. Lot A would contain 3 greenhouses (accessory structure), 1 “cabin workshop” (serves as the primary residence), and two sheds (accessory structure), all of which are compliant uses. Although requested by staff, the floor area of the primary residence on Lot A was not provided to determine whether it meets the minimum floor area of 900 ft². All setbacks for the three greenhouses are compliant, however, the other three structures on the lot contain the following non-compliant setbacks below the minimum of 4.57m:

- Shed 1: Front setback of 0.65m. All other setbacks are compliant
- Shed 2: East side setback of 0.49m. All other setbacks are compliant, and the owner has stated that they intend to demolish the structure.
- Cabin Workshop: East side setback of 2.37m. All other setbacks are compliant.
- Two structures encroaching from the adjacent Lot 1073-1 also exist on the Northeast side of Lot A, however, they are owned by the owners of Lot 1073-1.

S.5.1.1 of the Zoning Bylaw stipulates the following:

“At the sole discretion of Council, parcels with a pre-existing legally non-conforming use or structure may be subdivided so long as the subdivision does not increase the legally non-conforming nature of the use or structure.”

This provision applies to non-compliant setbacks and the principal dwelling unit (if it is less than the minimum size) because the existing subdivision plan does not add to non-conformity. Additionally, the owner stated that they aim to demolish Shed 2.

This provision, however, may not apply to proposed Lot A's non-compliant parcel size because it is unrelated to the lot's use or structure. Also, as previously noted, S.319(3) of the Municipal Act specifies that “the approving authority may relieve the applicant in whole or in part from compliance with the requirement, but no relief shall be granted that is contrary to the provisions of an official community plan or zoning bylaw.”

Furthermore, approving this subdivision as proposed may pose a few issues in the future. Proposed Lot A can be subdivided further to create additional lots (it can be divided into up to nine lots). The current subdivision application does not consider future lot configurations. This means it may cause problems with lot configuration or access to new lots in the future. For example, future lots may require access from proposed Lot B or a variance due to terrain or buildable area constraints imposed by the current Subdivision Application.

To comply with the Zoning Bylaw and avoid subsequent issues, it is recommended that Subdivision Application #24-087 be refused.

Fiscal Impact

N/A

Alternatives Considered

N/A

Next Steps

Following Council's decision, a letter will be provided to the applicant.

Approved by	Name	Position	Date