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## SENIOR PLANNER'S REPORT

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**TO:** Dawson Regional Planning Commission

**FROM:** Tim Van Hinte

**SUBJECT:** Report for July 1 – September 13, 2019

**DATE:** September 13, 2019

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The following is a summary of key activities completed by staff during the months of July, August and September 2019.

### 1. Finance and Administration

**YLUPC-DRPC Memorandum of Understanding (MOU)** – This document outlines the relationship between the Council and the Commission. The MOU was signed at the end of June and has been appended to the Financial Agreement.

**Financial Agreement** – The Agreement was finalized in July and signed in early August by the Commission and the Yukon Government.

**Land Use Planner Hiring Process** – The Hiring Committee (Commission Vice Chair, Senior Land Use Planner and YLUPC Director) conducted interviews for the Land Use Planner position in July. Katie Fraser was the successful candidate and she started work on September 3<sup>rd</sup>. She will be working locally in Dawson City.

**Terms of Reference Update June 2019** – The Parties updated the Terms of Reference (ToR) for the planning process and signed the revised document in July 2019. The revisions were intended to update the timeline based on minor delays in the planning process.

**Interim Report** – Staff prepared a draft Interim Report for review by the Commission at its September meeting. This report provides a summary of work completed for the period of April 1 – August 31 and is required under the terms of the financial agreement with the Yukon Government.

### 2. Public Engagement and Communications

**Draft Engagement Strategy** – Council and Commission staff met with John Glynn-Morris in August to discuss comments from the Commission on the draft strategy. Mr. Glynn-Morris has revised the draft strategy for consideration at the Commission's September meeting.

**Introduction Letter to Plan Partners** – Staff sent an introductory letter to plan partners (e.g. industry groups, non-governmental organizations, UFA boards, adjacent First Nations) on behalf of the Commission. The letter introduced the members of the Commission and discussed the next steps in the planning process.

**Meetings with Plan Partners** – Staff met with the following organizations to introduce the planning process, provide an overview of the Commission’s mandate and discuss key interests: Klondike Placer Miners’ Association, Yukon Chamber of Mines, White River First Nation (GIS staff), Wildlife Conservation Society and the Yukon Water Board.

### **3. Planning Products**

**Vision Statement and Planning Principles** - The Commission reviewed the Vision Statement and Planning Principles at its June meeting and staff have revised the document for consideration at the Commission’s September meeting.

**Resource Assessment Report** – Staff and TWG, with the help of a Contract Planner (Nicole Percival), completed a final draft of the Resource Assessment Report in August 2019 and provided the report to the Commission for review. The draft report will be considered at the Commission’s September meeting.

**Issues and Interests Report** – Staff have revised the report based on the issues and interests submissions provided by Tr’ondëk Hwëch’in (August 27, 2018 and April 16, 2019) and Yukon Government (June 2019). The updated report will be considered at the Commission’s September meeting.

### **4. Other Activities**

**TWG Meetings** – The Technical Working Group (TWG) met on July 18<sup>th</sup>, August 15<sup>th</sup> and September 5<sup>th</sup> to work on action items from the Commission’s June meeting.

**Workspace in Dawson** – Staff have been searching for a small workspace in Dawson City for the Land Use Planner. The search will continue this fall until a suitable space is found that fits within the Commission budget.