



THE CITY OF DAWSON

AGENDA - COUNCIL MEETING #C20-05 WEDNESDAY, APRIL 22, 2020 at 7:00 p.m.

In response to COVID-19 the public gallery in Council Chambers is closed to the public

Watch Meeting: online via Zoom @

<https://us02web.zoom.us/j/81205842452?pwd=Y3J6ZzVOWll1TkVvaQZlVTR5L2VOZz09>

Meeting ID: 812 0584 2452 Password: 549087

Listen to Meeting: Radio CFYT 106.9 FM or cable channel #11

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

- a) Council Meeting Agenda #C20-05

3. PUBLIC HEARING

- a) Subdivision Application and Zoning Bylaw Amendment RE: Vacant Land Adjacent to Lots 19 & 20, Guggieville Industrial Subdivision
- b) Zoning Bylaw Amendment RE: Lots 11-16, Block D, Ladue Estate and Lots 3-20, Block G, Ladue Estate
- c) Permanent Road Closure Bylaw RE: Portion of Old Bonanza Creek Road

4. DELEGATIONS AND GUESTS

5. BUSINESS ARISING FROM DELEGATIONS

6. ADOPTION OF THE MINUTES

- a) Council Meeting Minutes #C20-03 of March 25, 2020
- b) Council Meeting Minutes #C20-04 of April 6, 2020

7. BUSINESS ARISING FROM MINUTES

- a) Council Meeting Minutes #C20-03 of March 25, 2020
- b) Council Meeting Minutes #C20-04 of April 6, 2020

8. FINANCIAL AND BUDGET REPORTS

9. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) Request for Decision RE: Road Maintenance Contract Award
- b) Information Report RE: Dawson City Recreation Plan & Timeline

10. BYLAWS AND POLICIES

- a) *2020 Permanent Road Closure Bylaw #2020-10 – Second Reading*
- b) *2020 Permanent Road Closure Bylaw #2020-10 – Third and Final Reading*
- c) *Zoning Amendment No. 9 Bylaw #2020-09 – Second Reading*
- d) *Zoning Amendment No. 9 Bylaw #2020-09 – Third and Final Reading*
- e) *Zoning Amendment No. 10 Bylaw #2020-11 – First Reading*
- f) *2020 Tax Levy Bylaw #2020-04 - Second Reading*
- g) *2020 Tax Levy Bylaw #2020-04 – Third and Final Reading*
- h) *Fees and Charges 2020 Amendment Bylaw #2020-05 - Second Reading*
- i) *Fees and Charges 2020 Amendment Bylaw #2020-05 – Third and Final Reading*
- j) *2020 Annual Operating Budget and the 2020-2023 Capital Expenditure Program Bylaw #2020-06 - Second Reading*
- k) *2020 Annual Operating Budget and the 2020-2023 Capital Expenditure Program Bylaw #2020-06 – Third and Final Reading*

11. CORRESPONDENCE

- a) John Streicker, Minister of Community Services RE: Carbon Tax Rebate for Municipalities
- b) Heritage Advisory Committee Meeting Minutes #HAC20-02, HAC20-03, HAC20-04
- c) Committee of Whole Meeting Minutes #CW20-03
- d) Canada Border Services Agency RE: Covid-19 Process at Border

12. PUBLIC QUESTIONS

13. INCAMERA

14. ADJOURNMENT



THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0

PH: (867) 993-7400, FAX: (867) 993-7434

NOTICE OF PUBLIC MEETING: SUBDIVISION APPLICATION AND ZONING BYLAW AMENDMENT

Subdivision Application: #19-081

Zoning Bylaw Amendment: #19-073

Subject Property: Vacant Land Adjacent to Lots 19 & 20 Guggieville

Date: April 22, 2020 Time: 7:00 pm

Location: Council Chambers, Town Hall



As per the *Municipal Act*, S. 319.4, upon receiving an application for subdivision/consolidation, council must give public notice of the application.

And as per the *Municipal Act*, S. 294.1, upon receiving an application for a Zoning By-Law Amendment, council must give public notice of the application.

Therefore, the City of Dawson is now requesting input from the public regarding a rezoning of a vacant land parcel adjacent to Lots 19 & 20 Guggieville Industrial Subdivision from FP: Future Planning to M1: Industrial, and a creation of a new lot from the vacant land parcel.

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

Elizabeth Grenon

Acting Community Development Officer

Box 308, Dawson City YT Y0B1G0

bylaw@cityofdawson.ca

867-993-7400 ext. 413

Elizabeth Grenon

From: sarah <s_lumsden@hotmail.com>
Sent: Thursday, April 9, 2020 8:22 PM
To: Elizabeth Grenon
Cc: Andrew Taylor
Subject: Lots 19/20 Guggieville

I am not on-board with this land application. As owner of lot 6 I do not think it is fair that a spot land application can move forward. This area was left vacant for a reason during the development of this subdivision. If this land is available it should have gone up for lottery as any other land in the municipality.

Sarah Taylor



THE CITY OF DAWSON

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

NOTICE OF PUBLIC MEETING: ZONING BYLAW AMENDMENT

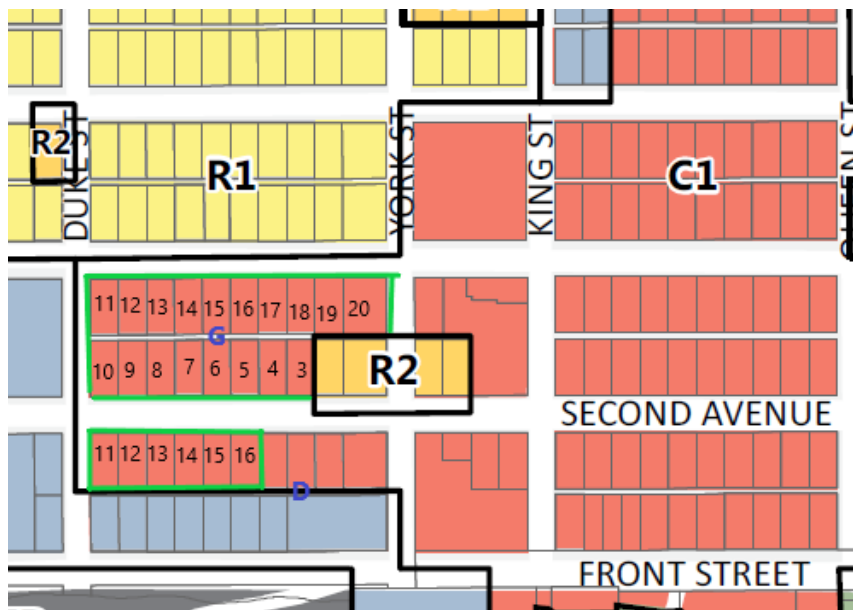
Zoning Bylaw Amendment: #20-007

Subject Properties: Lots 11-16, Block D, Ladue Estate and Lots 3-20, Block G, Ladue Estate

Date: April 22, 2020

Time: 7:00 pm

Location: Council Chambers, Town Hall



And as per the *Municipal Act*, S. 294.1, upon receiving an application for a Zoning By-Law Amendment, council must give public notice of the application.

Therefore, the City of Dawson is now requesting input from the public regarding a rezoning of Lots 11-16, Block D, Ladue Estate and Lots 3-20, Block G, Ladue Estate from C1: Core Commercial to R1: Single Detached and Duplex Residential.

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

Elizabeth Grenon

Acting Community Development Officer

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P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0

PH: (867) 993-7400, FAX: (867) 993-7434

NOTICE OF PUBLIC HEARING: PERMANENT ROAD CLOSURE BYLAW


DATE: April 22, 2020


TIME: 7:00 PM

Location: Council Chambers, Town Hall

As per s. 276 of the *Municipal Act*, upon passing a bylaw to permanently close a road, council must give public notice and hold a public hearing. Therefore, the City of Dawson is requesting input from the public regarding the closure of a portion of “Old Bonanza Creek Road”.



 Portion of closed road

 Portion to remain open

This Permanent Road Closure is required to facilitate a request to purchase a portion of land between Lots 19 and 20, Guggieville Industrial Subdivision.

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

Elizabeth Grenon

Acting Community Development Officer

Box 308, Dawson City YT Y0B1G0

bylaw@cityofdawson.ca

867-993-7400 ext. 413

DAWSON CITY — HEART OF THE KLONDIKE

MINUTES OF COUNCIL MEETING #C20-03 of the council of the City of Dawson held on Wednesday, March 25, 2020 at 7 p.m. 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

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting #C20-03 to order at 7:00 p.m.

Agenda Item: Agenda

C20-03-01 Moved by Mayor Potoroka, seconded by Councillor Kendrick that the agenda for council meeting #C20-03 of March 25, 2020 be adopted as presented.
Motion Carried 5-0

Agenda Item: Adoption of the Minutes

a) Council Meeting Minutes #C20-02 of February 12, 2020

C20-03-02 Moved by Councillor Kendrick, seconded by Mayor Potoroka that the minutes of council meeting #C20-02 of February 12, 2020 be approved as presented.
Motion Carried 5-0

Check parliamentary procedure for Absent vs. Regrets

Agenda Item: Financial and Budget Reports

a) 2020 Accounts Payable Report #20-01 RE: Cheques #54706-54736

Council requested additional information regarding the following payables:

Cheque #	Vendor Name	
54717	HR Downloads	CAO informed council the expense related to HR Downloads.
54734	Yukon College Training	
54569	Graf Enviro Services Inc	
54724	Pitney Works	Cost to load the postage meter

C20-03-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that council acknowledges receipt of the Accounts Payable Report #20-01 RE: Cheques #54706-54736; provided for informational purposes.
Motion Carried 5-0

b) 2020 Accounts Payable Report #20-02 RE: Cheques #54737-54775

Council requested additional information regarding the following payables:

Cheque #	Vendor Name
54737	Yukon College
54738	Iconix
54767	Spectrum Security
54769	Stokes In'tl

C20-03-04 Moved by Mayor Potoroka, seconded by Councillor Ayoub that council acknowledges receipt of the Accounts Payable Report #20-02 RE: Cheques #54737-54775; provided for informational purposes.

Motion Carried 5-0

c) 2019 Accounts Payable Report #20-03 RE: Cheques #54776-54811

C20-03-05 Moved by Mayor Potoroka, seconded by Councillor Johnson that council acknowledges receipt of the Accounts Payable Report # Report #20-03 RE: Cheques #54776-54811; provided for informational purposes.

Motion Carried 5-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) Request for Decision RE: Water Metering Program Design Award

C20-03-06 Moved by Mayor Potoroka, seconded by Councillor Ayoub that Council award the Water Metering Program Design contract to Urban Systems Ltd. For \$29,380.00 (plus GST) as per their submitted bid.

Motion Carried 5-0

b) Request for Decision RE: Subdivision Approval #19-10 Lot 28 Dredge Pond

C20-03-07 Moved by Councillor Kendrick , seconded by Councillor Ayoub that Council grant subdivision authority to subdivide Lot 28 Dredge Pond Subdivision subject to the conditions as outlined in Request for Decision: Subdivision Application #19-150: Lot 28 Dredge Pond Subdivision.

C20-03-08 Moved by Councillor Johnson, seconded by Mayor Potoroka that Council table subdivision authority to subdivide Lot 28 Dredge Pond Subdivision until further information is regarding Environmental Health approval condition re: septic field is received

Motion Carried 5-0

c) Request for Decision RE: Consolidation Approval # 19-147 Lot 4 & s ½ 5

- C20-03-09** Moved by Mayor Potoroka, seconded by Councillor Kendrick Council approve Consolidation Application #19-147 Lot 4 & S½ 5, Ladue Estate subject to the conditions outline in Request for Decision RE: Zoning Bylaw Amendment #19-108
Motion Carried 5-0

Agenda Item: Bylaws & Policies

- C20-03-10** Moved by Mayor Potoroka, seconded by Councillor Johnson that Council grant subdivision authority to create “parcel A” as shown in figure 4 subject to the conditions outlined in the Request for Decision RE: Zoning Bylaw Amendment #19-073 & Subdivision Application #19-081: Vacant Land between Lots 19 & 20, Guggieville Industrial Subdivision.
Motion Carried 3-2
- C20-03-11** Moved by Mayor Potoroka, seconded by Councillor Shore that Council give Bylaw 2020-09: Zoning Bylaw Amendment No. 9 First Reading
Motion Carried 4-0
- C20-03-12** Moved by Councillor Johnson, seconded by Councillor Ayoub that Council give Bylaw 2020-10: Permanent Road Closure Bylaw No.1 First Reading.
Motion Carried 5-0
- C20-03-13** Moved by Mayor Potoroka, seconded by Councillor Kendrick that Council give Bylaw 2020-11: Zoning Bylaw Amendment No. 10 First Reading.
Motion Carried 5-0

Council requested a clearer map be attached to the Bylaw clearing showing the area.

- C20-03-14** Moved by Mayor Potoroka, seconded by Councillor Johnson that bylaw #2019-05 being the Zoning Amendment No. 2 Bylaw be given second reading.
Motion Carried 5-0
- C20-03-15** Moved by Mayor Potoroka, seconded by Councillor Johnson that bylaw #2019-05 being the Zoning Amendment No. 2 Bylaw be given third and final reading.
Motion Carried 5-0

Agenda Item: Correspondence

- C20-03-16** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council acknowledge receipt of the following correspondence:
- RCMP – Enhanced Policing Activities COVID -19
 - Tr’ondëk Hwëch’in Youth Centre financial support
 - Tia Yukon – COVID-19 impacts
 - RCMP Monthly Policing Report Jan 2020
 - Town of Inuvik – Invite to attend the 2020 Arctic Development Expo
 - Minister Streicker – Community Visit Jan 30, 2020 For informational purposes
- Motion Carried 5-0**

Agenda Item: Adjourn

C20-02-17 Moved by Mayor Potoroka, seconded by Councillor Johnson that council meeting #C20-03 be adjourned at 8:23p.m. with the next regular meeting of council being April, 22, 2020.
Motion Carried 5-0

**THE MINUTES OF COUNCIL MEETING C20-02 WERE APPROVED BY COUNCIL RESOLUTION
#C20-__-__ AT COUNCIL MEETING #C20-__ OF ____.**

Wayne Potoroka, Mayor

Cory Bellmore, CAO

MINUTES OF SPECIAL COUNCIL MEETING #C20-04 of the council of the City of Dawson held on Monday, April 6, 2020 at 7 p.m. in the City of Dawson Council Chambers – streamed via Zoom Meeting ID 130-736-779.

PRESENT:

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

ALSO PRESENT: CAO Cory Bellmore

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting #C20-04 to order at 7:00 p.m.

Agenda Item: Agenda

C20-04-01 Moved by Mayor Potoroka, seconded by Councillor Kendrick that the agenda for special council meeting #C20-04 of April 6, 2020 be adopted as presented.
Motion Carried 5-0

Agenda Item: Bylaws & Policies

C20-04-02 Moved by Mayor Potoroka, seconded by Councillor Johnson Council give Bylaw 2020-04: 2020 Tax Levy Bylaw First Reading.
Motion Carried 5-0

C20-04-03 Moved by Councillor Johnson, seconded by Councillor Ayoub 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 land, legal and financial related matters.
Motion Carried 4-1

C20-04-04 Moved by Mayor Potoroka, seconded by Councillor Ayoub that committee of the whole revert to an open session of council to proceed with the agenda.
Motion Carried 5-0

C20-04-05 Moved by Mayor Potoroka, seconded by Councillor Ayoub that Council give Bylaw 2020-05: Fees and Charges 2020 Amendment Bylaw be given first Reading

C20-04-06 Moved by Councillor Johnson, seconded by Councillor Kendrick that Council amend Bylaw 2020-05: Fees and Charges 2020 as follows:
Water and Sewer fees and charges; the 1.5% increase presented be eliminated for 2020. **Carried 5-0**
Original Motion Carried 5-0

C20-04-07 Moved by Mayor Potoroka, seconded by Councillor Shore that Council give Bylaw 2020-06: 2020 Annual Operating Budget and the 2020-2023 Capital Expenditure Program Bylaw First Reading.
Motion Carried 5-0

C20-04-08 Moved by Mayor Potoroka, seconded by Councillor Johnson that Council move to committee of the Whole for the purposes of discussing:

1. Bylaw 2020-04, 2020 Tax Levy Bylaw
2. Bylaw 2020-05, Fees and Charges 2020 Amendment Bylaw
3. Bylaw 2020-06, 2020 Annual Operating Budget and the 2020-2023 Capital Expenditure Program Bylaw

Motion Carried 5-0

1. Bylaw 2020-04, 2020 Tax Levy Bylaw
 - a. change 2019 to 2020
 - b. how does section 7.01 affect tax arrears?
2. Bylaw 2020-05, Fees and Charges 2020 Amendment Bylaw
 - a. how does section 6.01 affect outstanding receivables?
 - b. Move single use plastics to alphabetical in the appendix
3. Bylaw 2020-06, 2020 Annual Operating Budget and the 2020-2023 Capital Expenditure Program Bylaw
 - a. Consider a COVID – 19 assistance fund – goals? Other programs?
 - b. What is the estimate of 3 months of taxes and utilities for those businesses that may require assistance?

C20-04-09 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council.

Motion Carried 5-0

Agenda Item: Adjourn

C20-04-10 Moved by Mayor Potoroka, seconded by Councillor Johnson that council meeting #C20-04 be adjourned at 8:17p.m. with the next regular meeting of council being April, 06, 2020.
Motion Carried 5-0

THE MINUTES OF COUNCIL MEETING C20-04 WERE APPROVED BY COUNCIL RESOLUTION #C20-__-__ AT COUNCIL MEETING #C20-__ OF ____.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

AGENDA ITEM:	RFQ: 2020-2023 Road Maintenance Tender	
PREPARED BY:	Vanessa Murphy	ATTACHMENTS:
DATE:	March 31, 2020	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Procurement Policy	

RECOMMENDATION

That Council awards the contract to provide road maintenance services to Grenon Enterprises for a 3-year term as per their bid submitted.

PURPOSE

To summarize the results of the 2020-2023 Road Maintenance Tender and to provide information to assist Council with their decision regarding awarding the contract.

BACKGROUND SUMMARY

On March 9, 2020 the City of Dawson put out a tender for the 2020-2023 Road Maintenance contract. The tender was structured to provide road maintenance for both winter and summer. Winter Responsibilities comprise of two parts: 1. Daily inspections and road maintenance of the Dome Road areas and 2. Hourly rental of heavy equipment to perform road maintenance services to the City. Summer responsibility is the hourly rental of heavy equipment to perform road maintenance services to the City.

Addenda to this tender advised bidders on changes to specific equipment and call-out requirements from the previous 3-year tender package.

Awarding this tender will result in entering a contract for three years for road maintenance services.

ANALYSIS / DISCUSSION

Upon tender closure at 3pm March 31, 2020, one bid was received for consideration and the bid prices are as follows:

Winter

R1: Daily Inspections	\$80 / per
R2: Graders	\$130 / hour
Gravel Spreader	\$140 / hour
Loader	\$140 / hour
End Dump Trucks	\$125 / hour
4 Wheel Drive Pick Up	\$100 / hour

Summer

R1: Grader	\$130 / hour
Calcium Spreader	\$140 / hour
Water Tanker	\$125 / hour
End Dump Truck	\$125 / hour

Given the prices of the bid received, the City recommends the contract for 2020-2023 Road Maintenance is awarded to Grenon Enterprises for a three-year term.

Options

1. That Council awards the contract to provide road maintenance services for both winter and summer to Grenon Enterprises for a 3-year term as per their bid submitted.
2. That Council reject all proposals submitted and not award the tender for 2020-2023 Road Maintenance.

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	April 17, 2020	

Report to Council



☐ For Council Decision ☐ For Council Direction ☒ For Council Information

☐ In Camera

AGENDA ITEM:		
PREPARED BY:		ATTACHMENTS: Project Plan: Colliers Document # 821099-0006(2.0)
DATE:		
RELEVANT BYLAWS / POLICY / LEGISLATION:		

RECOMMENDATION

That council accept Project Plan - Dawson City Recreation Centre as information.

ISSUE / PURPOSE

The main purpose is to get territorial/federal funding approval for this project. The Project Plan outlines the objectives and processes of the project phases inclusive of timelines, budget and risk management:

- The planning phase – confirming the project vision
- Site feasibility and selection
- Functional Programming
- Class D Cost Estimates

BACKGROUND SUMMARY

City Council has recently decided to abandon the continual rehabilitation of the existing Art and Margaret Fry Recreation Centre and has approved moving forward with constructing a new recreation centre for Dawson City. The existing facility is approximately 40 years old and has a long history of significant foundation and structural issues due to thawing permafrost below. Even the newer addition, constructed in 2001/2002, has experienced similar issues and its interior fit-up remains incomplete. The City has attempted to address these issues over the years, but the capital investments that were made have not rectified the root cause of the problem and significant future capital investment is required to keep the facility operational and safe for public use.

In 2019, the City retained Stantec Architecture Limited to complete a Pre-Planning Report whose goal was to capture the City's vision for the new facility and analyze potential site options for its new home. The report identifies a new multiplex facility size of 10,100 m² and concludes that there are 3 viable sites in the City, 2 of which were accepted by the City as possible locations for the new recreation centre; the Goldrush Campground and the bottom of Dome Road.

The City's next steps are to finalize the site selection, functional programming and conceptual design that will support a funding application to the Investing in Canada Plan (ICIP) fund. At this time, it is critical that site selection strongly considers the existing geotechnical conditions at each site to ensure the building foundation stands the test of time and the changing climactic conditions of the area. The functional programming and conceptual design should consider the operations and maintenance costs that the City, and its citizens, will be responsible for the lifespan of the facility. Constructing a facility using energy-

efficiency design principals and construction technologies can help achieve lower O&M costs, while taking advantage of the external third-party capital funding provided by ICIP.

The final objective is creating a facility that is simple in design and meets the needs of the community, while being a facility the citizens of Dawson City can be proud to call their own.

ANALYSIS / DISCUSSION

APPROVAL

NAME: Cory Bellmore, CAO

DATE:

SIGNATURE:





1.0 Purpose

This Project Plan describes:

-) The objectives of the Project (the WHY) and;
-) The process by which the project will be managed (the HOW).

It will be revised and updated as required throughout the project phases. It will be controlled by the Project Manager.

2.0 Objectives

2.1 Background

The City of Dawson has decided to abandon the continual rehabilitation of the existing Art and Margaret Fry Recreation Centre and has approved moving forward with planning the constructing a new recreation centre for its citizens. The existing facility is approximately 40 years old and has a long history of significant foundation and structural issues due to thawing permafrost below. Even the newer addition, constructed in 2001/2002, has experienced similar issues and its interior fit-up remains incomplete. The City has attempted to address these issues over the years, but the capital investments that were made have not rectified the root cause of the problem and significant future capital investment is required to keep the facility operational and safe for public use.

In 2019, the City retained Stantec Architecture Limited to complete a Pre-Planning Report whose goal was to capture the City's vision for the new facility and analyze potential site options for its new home. The report identifies a new multiplex facility size of 10,100 m² and concludes that there are three (3) viable sites in the City, two (2) of which were accepted by the City as possible locations for the new recreation centre; the Gold Rush Campground and the Bottom of Dome Road.

The City's next steps are to finalize the site selection, develop a functional program and develop a project budget that will support a funding application to the Investing in Canada Plan (ICIP) fund. At this time, it is critical that site selection strongly considers the existing and future geotechnical conditions at each site to ensure the building foundation stands the test of time and the changing climactic conditions of the area. The functional program should consider the operations and maintenance costs that the City, and its citizens, will be responsible for throughout the lifespan of the facility. Constructing a facility using energy-efficiency design principals and construction technologies can help achieve lower O&M costs, while taking advantage of the external third-party capital funding provided by ICIP. The final objective is creating a facility that is simple in design and meets the needs of the community, while being a facility the citizens of Dawson City can be proud to call their own.

2.2 Project Objectives

The objectives of the Project are to:

-) Provide a safe, functional and flexible community facility that is accessible and caters to a variety of recreational needs.
-) Bring all recreational services under one roof.
-) Eliminate the ongoing expense of having to repair the existing building structure by constructing a new facility on suitable ground.
-) Select the new site based on a balance of technical feasibility, City needs, and public preference.
-) Provide a facility that is modern, bright, and incorporates sustainable and energy efficient technologies and materials.
-) Construct a facility that the City can afford to operate once handed over.

2.3 Secondary Objectives

Given that the project is proceeding, the following secondary objectives are desired:

-) Ensure allowances are included for future facility expansion.
-) Minimize disruption of neighbouring residents.

2.4 Project Success Metrics

-) City staff, Council and the public feels included in the planning and design process by way of strategic and regular communication, as well as participating in consultation workshops where appropriate.
-) The existing facility remains open to the public, with no loss of the ice-rink for a season.
-) The City's operating budget can support the new facility.
-) The building is easy to maintain by specifying systems and finishes that are easy to clean and operate. Training should be provided to operations staff during the commissioning phase of the project.
-) Accepted by the public, as evidenced by 80% of the community responding to a survey rating the design as meeting their recreational needs as 4 (good) or 5 (excellent) on a five-point scale.
-) Construction is started by Fall 2021 with major decisions made before change of council;
-) Establish a realistic capital budget and completed the project within it. Upfront planning/scoping is critical, and scope creep should be avoided during construction.

3.0 Scope Management

3.1 In Scope

The end goal is to design and construct a new recreation facility that suits the needs the community. The lack of capital funding is the biggest roadblock to making this project a reality. The current goal is to determine the best site for the new facility, define the project requirements, and seek external funding to support the completion of the **Dawson City Recreation Centre**. To achieve these goals, it is important to properly plan the project and develop the scope of work that the future design team and general contractor. This project is now entering the Project Development phase.

Phase 1 – Project Development:

Project Planning

Project planning is the most critical step of very project. This phase confirms the project vision and sets in motion the plans to make that vision a reality. This will require a collaborative process between Colliers, the City and the Yukon Government. The City has already begun planning by retaining Stantec to complete a Pre-Planning Study that helped develop the City's vision and guiding principles for this project. The study reviewed the existing facility, and through engagement with Council, outlined the pros and cons of the facility, examined lessons learned, and reviewed similar facilities from other communities in the North. Finally, the study examined five (5) potential sites for the new facility. Three (3) sites were identified as potential feasible for the facility, and two (2) sites were selected for a more detailed examination.

To build off the planning work that has been completed to date, the City has retained Colliers to provide project management support and advisory services, filling the gap of the City's vacant Project Manager position. In collaboration with City Administration staff, we will develop a Communications Plan that will identify the project team roles & responsibilities, identify key stakeholders and the manner in which they are engaged, outline the decision-making process and governance, and describe the Communication Strategy throughout the project. In additional, we will develop a Risk Management Plan and Risk Register. All projects have risks and opportunities that may impact the project budget, schedule, scope and operations in negative and positive ways. In order to increase certainty of success on this project, it is important to identify these risks and opportunities, describe their impact, analyze their impact and develop a risk management strategy to avoid, mitigate, transfer or accept each risk. Risks come and go throughout a project, so it is important to review project risks regularly throughout all project phases. Risk Management is a team effort and should be a collaboration of all team members, including Colliers, the City, the YG, Consultants and Contractors. Note that all documents described above are 'living' documents and will be updated as the project progresses and evolves.

Other tasks completed during this stage will be:

-)] Consultant local authorities to understand all permitting and regulatory requirements.
-)] Develop a project budget and Cost Management framework.
-)] Confirm eligible funding streams.
-)] Confirm a Project Delivery Method. This can be done in a workshop.

Feasibility Study and Site Selection

The next step is to confirm the preferred site for the new facility. The preferred site will be selected based on a balance between the technical suitability to support the new facility, land availability, ease of access and public opinion on the preferred location. The final decision will ultimately be made by Council; however, the public will be engaged by the consultant to solicit their opinion and feedback about the site location once all of the facts are known about each site. Council will consider public opinion as part of their decision-making process.

To support the site selection decision, a number of studies are required whose results will be inputs into the decision-making process. If necessary, a decision matrix can be developed to provide weighted points to each factor and determine an overall score for each site; the highest scoring site being the most suitable for the project.

To complete the feasibility study and site selection, the following scope is recommended:

-)] Geotechnical Investigation - **Complete**
-)] Confirm functional space of the building on each site (Test Fit)
-)] Environmental Site Assessment (Phase I)
-)] Service Capacity Assessment
-)] Site Drainage Assessment
-)] Identification and analysis of all risks, opportunities and constraints for each site
-)] Identify known cost impacts with each site
-)] Land Planning
-)] Land Tenure Confirmation
-)] Public engagement
-)] Evaluation of site options with Council
-)] Select preferred site

It is expected that most, if not all, of these studies will be completed as desktop studies, which is cost effective, appropriate at this stage of the project, and can be completed in a short timeframe.

On behalf of the City, YG's Community Services recently engaged Tetra Tech to complete desktop geotechnical studies at each site that are based on borehole and test pit data from on and/or near each site. These services were procured using an existing Standing Offer Agreement between Tetra Tech and YG. This strategy could be considered for procurement of some of the additional studies listed above.

For simplicity, it is planned to procure one (1) Prime Consultant to coordinate all tasks listed above and complete a Feasibility Report, lead the public engagement and assist Council with the site selection. The Prime Consultant may be a multi-disciplined team led by an Architect. The team should have significant experience with recreation centre in similar sized communities to Dawson.

Due to the anticipated cost of this assignment, a competitive Request for Proposal (RFP) process is planned and will be led by YG's Community Services. On behalf of the City, Colliers will work with YG to develop a Terms of Reference that works with the City's objectives and success criteria.

The scope of work of the next phases will be included in this RFP. This will limit the number of procurements, provide more competitive pricing and ensure continuity throughout the initial phases of this project.

Functional Programming

The Prime Consultant will work with the City to define all facility requirements, spaces and design features. They will also assist with prioritization of these spaces. They will confirm spatial adjacencies to understand the flow of the facility and may include room data sheets to confirm details on finishes, layouts and furniture/equipment. Any exterior spaces and features, such as parking lot, will also be identified and described. Once the program is understood, the Consultant should be able to provide some preliminary order magnitude costing for budgetary purposes. Operation and maintenance costs should also be looked at.

This work will feed into the Funding Application for the new facility.

Conceptual Design (not in scope)

Based on discussions with YG, Community Services, a conceptual design is not required for the funding application. Since this phase of the project is focused on retaining funding support for the project, the Conceptual Design phase will be postponed until funding is secured.

Cost Estimate

A Class D cost estimate will be developed based on the Functional program, which will include a space blocking diagram and square footages of all spaces included in the project. This estimate will be used to develop the full project budget.

Funding Application

With the site selected and the programming and conceptual design complete, an application for infrastructure funding can be applied for. YG will advise on sources of funding and prepare funding applications on behalf of the City.

3.2 Not in Scope

At this stage of the project, it is not clear if the project will receive adequate funding to support its design and construction. Therefore, conceptual design, detailed design and construction of the new facility is not currently in the project scope. These scope items will be added to the project scope once funding is confirmed.

3.3 Scope Monitoring

The Sponsor will provide formal written authorization of the project scope documents (e.g. outline specification, drawings, technical specifications) at the following Project Milestones:

-) Final Site Feasibility Study and Selection
-) Final Functional Program Report

Colliers will create and maintain a Scope Ladder that will record any scope change identified before tendering for review and inclusion at the direction of the Sponsor. Any scope change after contract award will be recorded in the cost log.

3.4 Approval of Scope Changes

Any scope change identified before or during construction, which involves a Project Schedule extension and/or an increase in cost above the Project Budget allocations, must be approved in writing by the Sponsor prior to commencement of the work.

4.0 Time Management

4.1 Project Schedule

The Project Manager has created a Maser Project Schedule, document # 821099-0011, which will progressively be elaborated on as the project progress. The draft schedule currently shows the Phase 1 activity dates show in the table below:

Phase 1 Activity	Schedule
Project Planning	Mar 11 – Apr 7, 2020
Prime Consultant Procurement	Apr 8 – Jun 16, 2020
Site Feasibility and Selection	Jun 17 – Sept 22, 2020
Functional Programming	Jun 17 – Sept 22, 2020
Funding Application	Sept 23 – Oct 30, 2020

4.2 Schedule Monitoring

The Project Manager has created a Master Project Schedule – document # 821099-0011. The Project Team will progressively elaborate this document throughout the project and the Project Manager will prepare monthly updates.

4.3 Approval of Schedule Changes

Any changes to the Project Schedule must be approved in writing by the by the Sponsor.

5.0 Cost Management

5.1 Project Budget

The Project Budget has not yet been defined but is anticipated to be in the range of **\$25-40 million**.

The City currently has **\$1,225,448** in its reserves that is allocated to be used on this project. The majority of this budget is to be used towards the City's capital contribution to support the funding application. The geotechnical studies, feasibility study, functional program and cost consultant costs will be covered by the Yukon Government.

The City's budget breakdown is as follows:

Capital Budget	\$	1,225,448
Pre-Planning Study (Stantec)	\$	26,562
Project Management Services (Colliers)	\$	30,000
Contingency	\$	18,886
Capital Contribution	\$	1,150,000

Note that the City's reserve may increase over time.

5.2 Approval of Project Budget Changes

Any increase in cost above the approved budget allocations must be approved in writing by the Sponsor.

5.3 Approval of Payments

Any project related invoices to be paid by the City will be reviewed by the Project Manager. The Project Manager will provide a payment recommendation for either the full amount of the invoice. If the Project Manager disagrees with the amount invoiced, the Project Manager will first notify the Sponsor, and with permission, reach out to the Vendor to discuss and come to an agreement. If no agreement is reached, the Project Manager will provide a payment recommendation of a partial amount with an explanation of rationale.

The Sponsor is responsible for approval of all invoices at the Sponsor's discretion.

5.4 Cost Tracking

Currently, cost tracking is the City's responsibility. If this service is desired, the Project Manager will create a Cost Tracking Log (CTL) that tracks all cost commitments for this project. The Project Team will progressively elaborate the CTL throughout the project and the Project Manager will prepare monthly updates of the CTL.

Colliers Project Leaders can report the forecast cost at completion at each Project Steering Committee meeting and will provide a recommended strategy to address any forecast increases beyond the budget.

The tracking of invoice payments will be maintained by City of Dawson's finance department.

6.0 Human Resources Management

6.1 Roles and Responsibilities

The following people and positions are assigned to the roles and responsibilities for this Project:

Person/Position	Role	Responsibilities
Cory Bellmore, Chief Administrative Officer	Sponsor	<ul style="list-style-type: none"> Provides direction to all team members Communicates the City's goals, objectives, values Oversees all City staff Provide approval on budget, scope and schedule Allocate internal resources as required Main point of contact for the City
Marta Selassie, Director of Recreation	Recreation Lead	<ul style="list-style-type: none"> Champions the needs of the Recreation department and the community, Make recommendations on budget, scope and schedule Provides project input specific to recreation and programming
Committee of the Whole	Represent the citizens of Dawson City	<ul style="list-style-type: none"> Responsible for all major project decisions and direction
Kyle Humphreys, Senior Project Manager	Owner's Representative - Project Manager	<ul style="list-style-type: none"> Main point of contact for Colliers Main point of contact between YG team and the City Responsible for execution of all Colliers activities Client point of accountability for all Colliers contract matters
Jan Rawling, Assistant Project Manager	Owner's Representative - Assistant Project Manager	<ul style="list-style-type: none"> Responsible for project coordination and administration related to the Colliers' services.
Jackie Burgess, Project Manager	Yukon Government, Community Service, IDB	<ul style="list-style-type: none"> Main point of contact for YG Responsible for execution of all YG activities
Annika Palm, Senior Project Manager	Yukon Government, Community Service, IDB	<ul style="list-style-type: none"> Supports Jackie Burgess Managed desktop geotechnical investigation
Prime Consultant	TBD	<ul style="list-style-type: none"> Responsible for the development and completion of the Site Feasibility Study and Selection, Functional Program and Conceptual Design Main point of contact for consultant team
Cost Consultant	TBD	<ul style="list-style-type: none"> Provides Class D cost estimate
General Contractor	TBD	<ul style="list-style-type: none"> Responsible for all construction activities per the Contract Documents

6.2 Contact Information

A Contact List will be maintained as document # 821099-0012 and will be shared with Project Team members throughout the project. It will be updated as members are added or removed.

7.0 Communications & Stakeholders

7.1 Stakeholder Management

A preliminary list of project stakeholders is:

-) Mayor and Council
-) City Administration and Recreation Staff
-) Citizens of Dawson City
-) Tr'ondëk Hwëch'in First Nation
-) Yukon Government

Stakeholder management is discussed in more detail in the Communications Plan, document # 821099-0007.

7.2 Meetings

Colliers will establish a weekly call or video conference with the Chief Administrative Officer and Director of Recreation to ensure real time project updates are provided throughout the project.

Colliers will attend all project meetings led by YG by teleconference or in person in Whitehorse. **NOTE: During the COVID-19 pandemic, all meetings will be conducted via teleconference or video conference.**

Colliers will travel from Whitehorse to Dawson City every second month to meet with key staff members and Council. During our time in Dawson, we can engage with City staff and Council, as well as host a monthly "Owner's" Project Meeting to ensure that project progress and issues are discussed and documented. We will prepare agendas and meeting minutes for each meeting. **NOTE: During the COVID-19 pandemic, all travel will be suspended to protect public health.**

7.3 Status Reports

The Project Manager will prepare monthly Project Status Reports communicating the status of the project performance with respect to scope, schedule, cost, and risk issues. The Status Report will be issued to the Chief Administrative Officer and Director of Recreation, or as directed by the Sponsor.

7.4 Email Correspondence

All project correspondence will be issued by email. All contractual or legal based direction is to be provided by formal letter or report by the authoring party that is issued as an attachment with the email. All email correspondence related to the Project should have the acronym "**DCRC**" at the beginning of every subject line. In addition, all email correspondence should contain and maintain one relevant subject for each email chain.

8.0 Risk Management

Colliers Project Leaders believes an active focus on risk management greatly increases the probability that the Project Team will successfully achieve our objectives. Identifying risks at the onset of the project and reviewing/monitoring them regularly is an important part of the risk management process.

8.1 Currently Identified Risks

- J **The community does not buy into the Project.** This may cause delays in decision-making by the Committee of the Whole. The project may not be seen as a success by the community members. *This can be mitigated by developing a public engagement strategy with clear direction on how to involve the community. The more included the community feels, the more buy-in the project is likely to receive. This may also increase community participation in providing meaningful feedback that helps direct the design. A consultant experienced leading public engagement should be involved.*
- J **Structural/foundation issues occur due to poor ground conditions.** This may cause a repeat of the foundation issues at the existing recreation centre. This would be costly, embarrassing and contribute significantly to the failure of the project. *Avoid this by carrying out detailed studies of the ground conditions by qualified geotechnical engineering professionals who are experienced with the conditions present in Dawson City and who understand the behaviour of permafrost containing soils. Design a foundation system that considers the long-term effects that climate change may have on the ground conditions at the selected site. Consider innovative design solutions that are suitable for the facility at its selected location. Ground conditions should be thoroughly understood before design and construction begins.*
- J **If the Bottom of Dome Road is selected, the City cannot acquire the land because the it is owned by the Yukon Government and they have it reserved for another use.** This would prevent access to this site or make it more difficult to acquire for the new recreation centre. *Avoid this by requesting that the Yukon Government reserve this land for the City as soon as possible.*
- J **If the Bottom of Dome Road is selected, the City cannot acquire the land in a timely manner since there are existing mining claims at the site.** This could potentially delay project timelines. There is time to sort out these details in parallel to the Project Development phase. *Reduce impacts to project timelines by discussing this issue with YG, and potentially the claim owners, as soon as possible.*
- J **Potential soil contamination at the desired site.** Soil contamination is very common around Dawson City due to its past. One or both sites may have contamination which could increase costs and timelines to manage the impact. *It may be difficult to avoid this risk altogether. Suggest mitigating the impacts this risk will have to the budget and schedule by understanding the contamination levels at each site and consider them when making a site selection. A site that will contribute less negative impact to the project would be more beneficial.*
- J **COVID-19 crisis.** The social distancing and travel restriction measures will have some minor impacts on schedule because of the loss of productivity from people working from home and the lack of face to face meetings. Decisions requiring senior management or Council may become slower. Public gatherings will not be possible for the time being. *Mitigate this by switching most meetings to video conferencing. Make room in the schedule for decisions. Develop a Communication Plan that considered alternate ways to engage Council the public.*

8.2 Risk Management

The Project Manager will lead an initial risk workshop with selected stakeholders – brainstorming to identify potential risks, collectively assessing the importance of the risks, and collectively determining how we should manage the highest priority risks. This risk workshop is followed by further analysis by the Project Team to determine the appropriate contingency allowances. The results of the risk workshop will be recorded in a Risk Register to facilitate on-going monitoring and management of the identified risks. Changes to risks will be reviewed in project meetings. A follow-up risk workshop can be held at the end of the Conceptual Design is finalized, but this is not currently in scope.

9.0 Quality Management

9.1 Project Management Documents

All documents created and maintained by the Project Manager will be managed using Colliers' ISO 9001:2015 Quality Management System throughout the project. All deliverables generated by the Project Manager will be identified, released and traceable to personnel and organizations. The Project Plan, Communications Plan, Risk Management Plan, Master Project Schedule, Cost Tracking Log, and Risk Register documents will be managed as Controlled Documents so that all recipients are aware of the most current document version.

9.2 Consultant Documents

The Consultants will be responsible for defining and delivering the appropriate quality assurance and quality control efforts to prepare their documents (e.g. reports and drawings) so that the intended Project Objectives and specified standards are achieved.

The quality assurance requirements for this project are expected to be consistent with current standards of practice.

The Steering Committee and Project Team have reviewed the quality objectives for this Project and have specified that the following quality assurance procedures be included in the design documents for this Project:

-) Consultants will be required to submit all documents in draft form. The Project Team and Steering Committee will be given ample time to review the documents and provide feedback.
-) Consultants will document all feedback, make changes to the documents accordingly, and submit final documents with the list of feedback comments and descriptions of what they revised. The documents will be reviewed again by the Project Team to assess quality and completeness.
-) Review meetings will be held to review and discuss all deliverables.

10.0 Procurement Management

All procurement shall follow City of Dawson's, or Yukon Government's applicable purchasing policies depending on which organization is responsible for purchasing.

Project Plan
Dawson City Recreation Centre
April 9, 2020
821099-0006(2.0)

The Project Delivery Methods has not been confirmed, but the approach and scope of the Project Development phase can be applicable to any delivery method. It is assumed the method will either be a traditional Design-Bid-Build or a Design-Build.

Procurement

Phase 1 – Project Development:

The Owner's Representative, Colliers Project Leaders, has been procured by the City of Dawson using a direct award.

The Prime Consultant will be procured by the Yukon Government using a competitive Request for Proposal (RFP) process. The RFP will be issued through their online Tender Management System. Proposals will be evaluated using a two envelop system, such that their technical proposals and cost proposals are submitted in separate sealed envelopes. Proposals will be evaluated and ranked based on their technical merits without being privy to any financial information. Cost proposals will be reviewed once technical scores have been confirmed. The cost proposals will be scored with the lowest price receiving full points and the other submissions being prorated compared to the lowest price. The scores for the technical and cost proposals will be added and the proponent with the highest score is considered to be able to provide the most value.

Colliers Project Leaders will provide input to the YG Project Manager during the development of the Terms of Reference on behalf of the City.

The form of contract for the Prime Consultant will depend on who is procuring the services. Colliers would recommend the RAIC 6 form of contract, as modified by Supplementary Conditions; however, YG has developed their own form of contract that would work as well.

For other phases:

The method for procuring detailed design and construction services will be selected once the Project Delivery Method is selected. It is expected that most procurement will follow a competitive process and will adhere to the City's purchasing policies.

Decisions and Approvals:

The City of Dawson Chief Administration Officer is responsible for decisions and approval sign-off on final procurement documents before they are issued. Council will be given a copy of procurement documents for their information purposes only.

Yukon Government Procurement Thresholds:

-) Direct Award = under \$50,000
-) Invitational Tender = under \$75,000
-) Competitive RFP = over \$75,000
-) YG does not currently have any active Standing Offer Agreements

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

SUBJECT:	2020 Permanent Road Closure Bylaw No. 1 (Bylaw No. 2020-010): partial road closure of the Old Bonanza Road	
PREPARED BY:	Clarissa Huffman, Elizabeth Grenon; Planning and Development Department	ATTACHMENTS: 1. Applications & Supporting Documentation
DATE:	April 7, 2020	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended that Council:

1. Gives second, third and final reading to **2020 Permanent Road Closure Bylaw No. 1** to close the portion of Old Bonanza Road located within the municipal boundary as shown in Appendix 1, subject to the following condition:
 - 1.1. Third and final reading cannot occur until a public hearing is held to hear public input on the closure.

ISSUE

The applicant has submitted an application for a subdivision in order to facilitate a spot land application to purchase land in between Lots 19 and 20, Guggieville Industrial Subdivision. A portion of the Old Bonanza Road encroaches onto said lot.

BACKGROUND SUMMARY

On January 31, 2020, it was brought to the attention of administration that a condition attached to the approval being issued by Lands Branch would be to close a portion of Old Bonanza Road prior to final approval. This condition was not previously discussed nor assessed by administration, as the road was assumed to be previously closed when the original subdivision was surveyed. However, in order to proceed, this issue needs to be resolved. In the event of a permanent closure, s. 276 of the *Municipal Act* requires that this closure must be accompanied by a bylaw to this effect and cannot take place prior to a public hearing for the closure.

This closure has been circulated to all department heads for comment. Public Works indicated that a portion of the road, despite not being a legally surveyed road, is maintained to an extent by the municipality in order to provide school bus services to a small number of individuals living in the Bonanza area.

At the Committee of the Whole meeting (#CW20-04) on March 4th, 2020, three options were given to Council by administration:

1. Close Old Bonanza Road in its entirety.
2. Close only portions of Old Bonanza Road
3. Do not close Old Bonanza Road

Council chose Option 2. This option resolves the fact that the closure was not resolved by road closure bylaw before the existing subdivision development. Further, this option allows the project to proceed in accordance with the conditional approval. This option leaves room for a status quo scenario with the school bus. However, this option does mean that further road closures will be likely be required in future developments and does not remove the potential risk associated with a legally open but unmaintained road. The partial closure is shown in Figure 1.



Figure 1 Approximate Location of Proposed Partial Road Closure of Old Bonanza Road

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Municipal Act

S. 276(1) states that "...a municipality may by bylaw permanently close a municipal highway by registering at the land titles office a plan that shows the closure".

Note:

Section 4.01 (a) to (d) was removed from the Bylaw prior to Second Reading as these items are process related to a permanent road closure.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	April 17, 2020	



THE CITY OF DAWSON

2020 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2020-10

WHEREAS Section 265 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that a council may pass bylaws for municipal purposes; and

WHEREAS section 272 of the *Municipal Act*, RSY 2002, and amendments thereto, provides for jurisdiction over all highways within the limits of the municipality;

WHEREAS section 276 (1) of the *Municipal Act*, RSY 2002, and amendments thereto, makes provision to permanently close a municipal highway;

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

This bylaw may be cited as the **2020 Permanent Road Closure No. 1 Bylaw**

2.00 Purpose

- 2.01 The purpose of this bylaw is to close a portion of Old Bonanza Road that intersects with Guggieville Industrial Subdivision.



THE CITY OF DAWSON

2020 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2020-10

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THE CITY OF DAWSON

2020 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2020-10

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act*, RSY 2002, c. 125, shall apply;
- (b) " Bylaw Enforcement Officer" means a person employed by the City of Dawson to enforce bylaws;
- (c) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (d) "city" means the City of Dawson;
- (e) "council" means the Council of the City of Dawson.

PART II – APPLICATION

4.00 Amendment

- 4.01 A portion of Old Bonanza Road intersected with Guggieville Industrial Subdivision be closed as indicated on the area map attached as "Appendix 1" to this Bylaw.



THE CITY OF DAWSON

2020 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2020-10

PART III – FORCE AND EFFECT

5.00 Severability

- 5.01 If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder unless the court makes an order to the contrary.

6.00 Enactment

- 6.01 This bylaw shall come into force on the day of the passing by Council of the third and final reading.

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	March 25, 2020
PUBLIC NOTICE	April 1, 2020
PUBLIC NOTICE	April 8, 2020
PUBLIC HEARING	April 22, 2020
SECOND	April 22, 2020
THIRD and FINAL	April 22, 2020

Wayne Potoroka, Mayor
Presiding Officer

Cory Bellmore, CAO
Chief Administrative Officer



THE CITY OF DAWSON



2020 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2020-10

PART IV – APPENDIX (APPENDICES)

Appendix 1. Location Map of Portion Old Bonanza Road to be Closed



-  Portion of closed road.
-  Portion to remain open.

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

SUBJECT:	Bylaw# 2020-09- Zoning Bylaw Amendment No. 9 (Applicion#19-073): 0.76 +/- ha Vacant Land Between Lots 19 and 20, Guggieville Industrial Subdivision	
PREPARED BY:	Clarissa Huffman, Elizabeth Grenon Planning and Development Department	ATTACHMENTS: 1. Applications & Supporting Documentation 2. Letter from the agent for the applicant. 3. YG Conditional Approval
DATE:	April 7, 2020	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Lands Act Official Community Plan Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended that Council:

1. Gives second, third and final reading to **Zoning Bylaw Amendment No. 9** that amends the ZBL map as shown in Figure 4 of the RFD, subject to the following conditions:
 - 1.1. Third and final reading of the Zoning Bylaw amendment cannot occur until a bylaw is passed closing (at minimum) the portion of Old Bonanza Road which overlaps with the subject property.

ISSUE

The applicant has submitted applications for a Zoning Bylaw amendment (ZBA) and a subdivision in order to facilitate a spot land application to purchase land in between Lots 19 and 20, Guggieville Industrial Subdivision.

BACKGROUND SUMMARY

Applications were submitted in June 2019 to facilitate a spot land application. The application has received conditional approval to purchase from YG Lands Branch and YESAB.

Council gave first reading to Bylaw#2020-09 at the March, 25, 2020 Council meeting with the condition that third and final reading could not occur until a bylaw was passed closing (at minimum) the portion of Old Bonanza Road which overlaps with the subject property.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Municipal Act

S. 288(2) states that council must not adopt a zoning bylaw, or an amendment to a zoning bylaw, that is not consistent with an OCP, and s. 288(3) goes on to state that “any part of a zoning bylaw that is inconsistent with an official community plan is of no force and effect to the extent of the inconsistency”.

Official Community Plan

The existing land is currently designated as MU – Mixed Use. Uses associated with this designation primarily include a range of commercial and industrial structures. The new lot would be required to retain the same designation. Any new use or development on the proposed lot would be required to conform to the OCP designation.

Zoning Bylaw

The applicant is applying to rezone the subject property from FP to M1. This is compatible with an MU OCP designation and is compatible with the adjacent M1 uses. Administration supports the proposed zone designation. It is best practice to expect that an applicant applying for a rezoning provide details of the proposed development in order to assess compatibility, therefore this development information expected to be provided as a condition of approval.

Recommendation

Approving this application would create a new lot to be zoned M1, as seen in Figure 2.

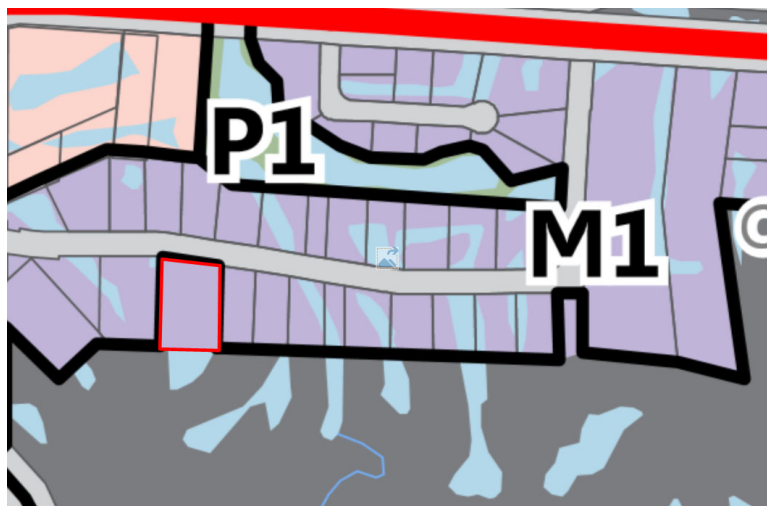


Figure 2. Proposed new lot with Industrial zoning

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: <i>C. Bellmore</i>
DATE:	April 17, 2020	



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 9 Bylaw

Bylaw No. 2020-09

WHEREAS section 265 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that a council may pass bylaws for municipal purposes.

WHEREAS section 288 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that a council, within two years after the adoption of an official community plan, or as soon as is practicable after the adoption of an amendment to an official community plan, a council must adopt a zoning bylaw.

WHEREAS section 288 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that no person shall carry out any development that is contrary to or at variance with a zoning bylaw.

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 **Zoning Bylaw Amendment No. 9 Bylaw**.

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

(a) An amendment to the Zoning Bylaw from FP: Future Planning to M1: Industrial.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 9 Bylaw

Bylaw No. 2020-09

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PART IV – APPENDIX (APPENDICES)	Error! Bookmark not defined.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 9 Bylaw

Bylaw No. 2020-09

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act*, RSY 2002, c. 125, shall apply;
- (b) " Bylaw Enforcement Officer" means a person employed by the City of Dawson to enforce bylaws;
- (c) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (d) "city" means the City of Dawson;
- (e) "council" means the Council of the City of Dawson.

PART II – APPLICATION

4.00 Amendment

- 4.01 This bylaw amends a portion of vacant land adjacent to Lots 19 and 20 Guggieville Industrial Subdivision from FP: Future Planning to M1: Industrial in the Zoning Bylaw Schedule B: Valley, Confluence and Bowl, as shown in Appendix A of this bylaw.

PART III – FORCE AND EFFECT

5.00 Severability

- 5.01 If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder unless the court makes an order to the contrary.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 9 Bylaw

Bylaw No. 2020-09

6.00 Enactment

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

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	March 25, 2020
PUBLIC NOTICE	April 1, 2020
PUBLIC NOTICE	April 8, 2020
PUBLIC HEARING	April 22, 2020
SECOND	April 22, 2020
THIRD and FINAL	April 22, 2020

Wayne Potoroka, Mayor

Presiding Officer

Cory Bellmore, CAO

Chief Administrative Officer



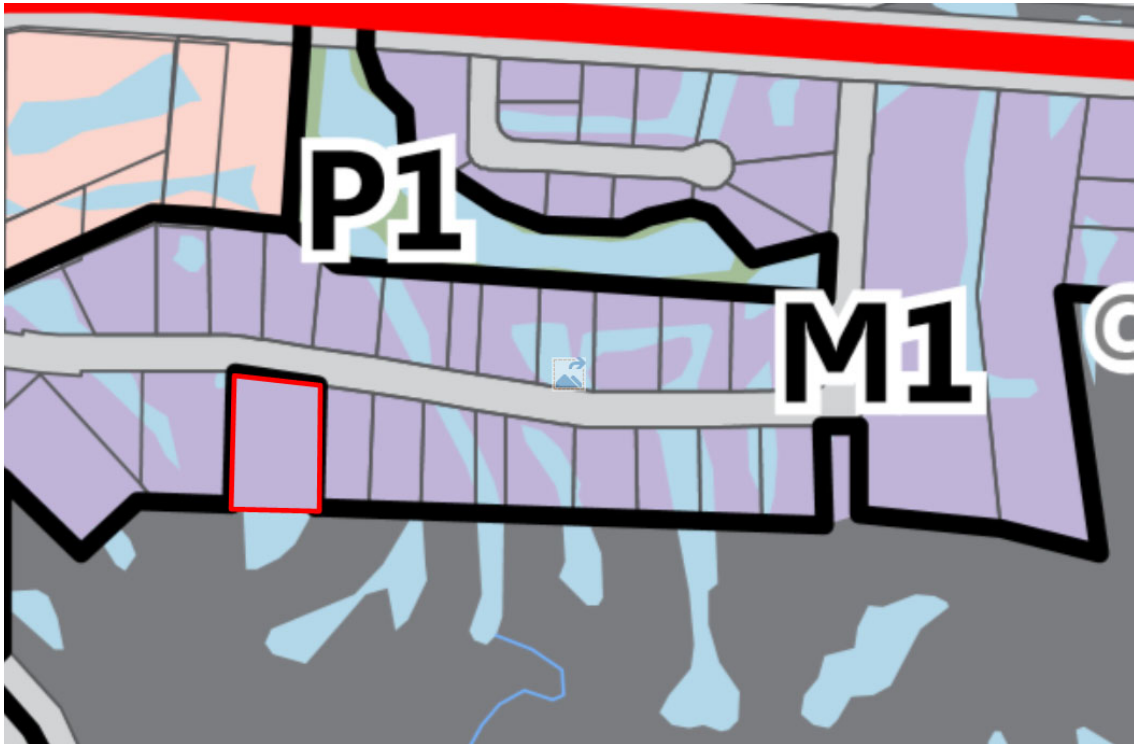
THE CITY OF DAWSON

Zoning Bylaw Amendment No. 9 Bylaw

Bylaw No. 2020-09

8.00 Appendices

Appendix A. Approved Lot Configuration for Rezoning



Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

SUBJECT:	Zoning Bylaw Amendment #20-007	
PREPARED BY:	Clarissa Huffman, CDO & Elizabeth Grenon, Acting CDO	ATTACHMENTS: Application and Supporting Documentation
DATE:	April 9, 2020	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw Heritage Management Plan		

RECOMMENDATION

It is respectfully recommended that:

1. Council choose Option 2 and give first reading to Bylaw #2020-11.
2. Council direct administration to return the application fee as per ZBL s. 17.1.6.

ISSUE

The applicant submitted a development application, and through the assessment of the application, it was determined that the zoning bylaw no longer permitted R1: Single/Duplex Residential uses in the proposed location. Therefore, the applicant has submitted a zoning bylaw amendment application.

BACKGROUND SUMMARY

The applicant began developing their project proposal in 2017 after signing a Yukon Government Agreement for Sale to purchase the property. At the time of signing, the property was zoned R1, therefore the agreement referenced the construction of a permanent residence, but also requires the development to be in compliance with the “existing planning scheme”. These things appear to be in slight contradiction as the agreement does not appear to contemplate the possibility that the zoning would change.

Upon submission of a development permit application in early 2019, it became apparent that the subject property had been rezoned during the 2018 OCP and ZBL review.

ANALYSIS / DISCUSSION

Municipal Act

S. 288(2) of the *Municipal Act* states that “a council must not adopt a zoning bylaw, or an amendment to a zoning bylaw, that is not consistent with an official community plan”. Therefore, this report will consider whether the proposed amendment is consistent with the Official Community Plan. Further, sections 294-296, in concert with s. 17.5 of the Zoning Bylaw, outline the specific process required for public consultation with respect to a zoning bylaw amendment. Therefore, a public hearing will be held, and if substantial concerns are raised, the application will be forwarded to Committee of the Whole for discussion.

Official Community Plan

The land use designation for the subject property is Downtown Core, which is intended to support a broad range of uses, including those that support the cultural and community needs of residents and visitors. However, s. 6.2 also states that “while the area will predominately consist of commercial and institutional uses, high- and low- density residential uses are also acceptable”. This statement lends credibility to the desire for a vibrant and diverse commercial core, and to allow mainly for existing residences to contribute to the downtown streetscape. Based on Council feedback during the review, the Downtown Core area was intentionally broad in the OCP. It is the ZBL tool where more specificity is used to delineate where certain types of uses are either already existing or should be focused.

Zoning Bylaw

The property has been zoned as C1: Core Commercial in the 2018 ZBL. C1 uses are largely commercial and multi-residential in nature, and these uses are typically focused in the inner areas of the downtown core. Around the fringes of the downtown core, it becomes appropriate to have more zoning variability as the town transitions to predominately residential neighbourhoods. However, during review periods, it is not common to zone lots ‘out of compliance’ by changing their zoning, unless this is a strategic decision made to incite a slow change to a new use over time by disallowing new developments that fit the old zone.

Heritage Management Plan

Development Permit Application #20-003 has been assessed by HAC. The application was assessed against the Character Defining Elements (CDEs) for the Downtown Character area, the Infill Guidelines of the Heritage Management Plan, and the Design Guidelines for Historic Dawson. HAC has approved the revised versions of this application, and a development permit approval will follow after third and final reading of this bylaw.

Options

Option 1: Rezone Lot 8 from C1 to R1.



This option is compliant with the OCP, as identified above. This option is also compatible with the existing function and scale of the neighbourhood. This block of Second Avenue has a built form and neighbourhood character that is consistent with the R1 zone. This is an established low/medium-density residential neighbourhood, therefore an additional residential unit would be compatible with the function and scale of the existing neighbourhood. This rezoning is also appropriate for the lot given that the lot will not likely be developed in a timely manner if the rezoning does not proceed.

Figure 1. Location of Option 1 Rezoning

Option 2: Rezone all identified lots from C1 to R1.

This option is also compliant with the OCP, as identified above. This option is also compatible with the existing function and scale of the neighbourhood. This block of Second Avenue has a built form and neighbourhood character that is consistent with the R1 zone. This is an established low/medium-density residential neighbourhood, and many dwellings have been zoned into non-conformance by the changes to the 2018 ZBL. This change means that many of these dwellings are now considered legal non-conforming structures and must comply with the *Municipal Act* for any changes to the residential dwellings. All future development on these lots must comply with a C1: Core Commercial zoning in the current situation.

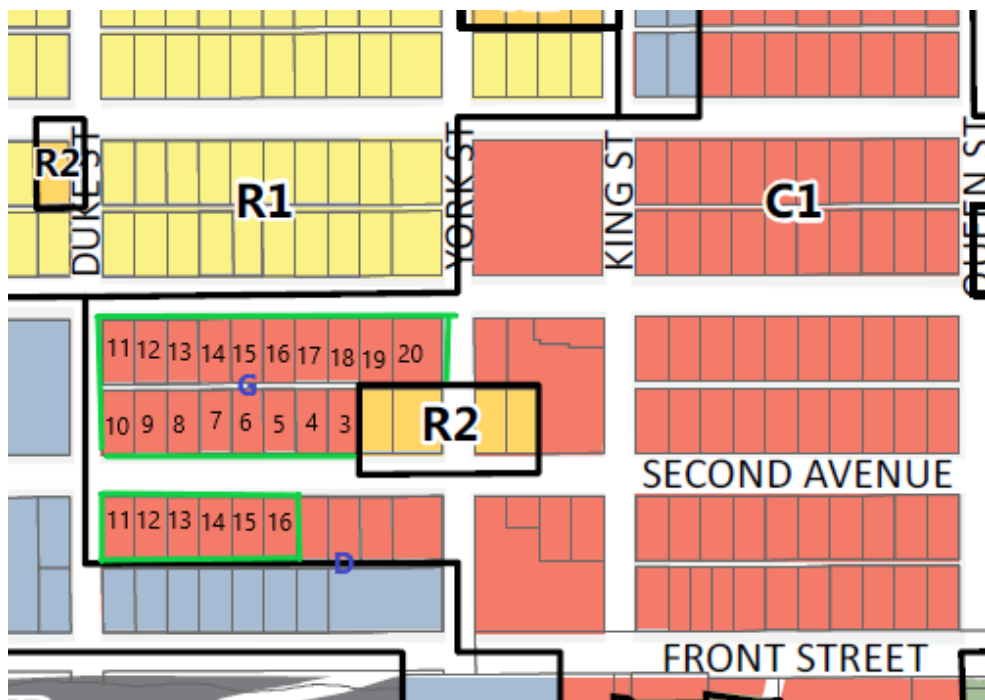



Figure 2. Location of Option 2 Rezoning

This may have a negative impact on the stability, retention, and rehabilitation of these residential structures over time. On the other hand, this change may have been an unintentional oversight by the consultant who developed the maps. Many changes occurred in the 2018 review, and it is possible that the magnitude of this change was not fully realized at the time. If this is in fact the case, it is recommended that Council rezone all of the affected properties back to their R1 zoning. The OCP is not impacted by this recommendation. Finally, this option still ensures that the lot in question will be able to be developed in a timely manner.

If this option is chosen, it is recommended that Council return the application fee to the applicant as per s. 17.2.6 of the ZBL, which reads: “if it appears that the proposed amendment is one that is applicable to most of the persons affected in the area and/or will benefit the City at large, Council may direct that the application fee be returned to the applicant”.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:		



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 10 Bylaw

Bylaw No. 2020-11

WHEREAS section 265 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that a council may pass bylaws for municipal purposes.

WHEREAS section 288 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that a council, within two years after the adoption of an official community plan, or as soon as is practicable after the adoption of an amendment to an official community plan, a council must adopt a zoning bylaw.

WHEREAS section 288 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that no person shall carry out any development that is contrary to or at variance with a zoning bylaw.

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 **Zoning Bylaw Amendment No. 10 Bylaw**.

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) An amendment to the Zoning Bylaw from C1: Core Commercial to R1: Single Detached and Duplex Residential.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 10 Bylaw

Bylaw No. 2020-11

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THE CITY OF DAWSON

Zoning Bylaw Amendment No. 10 Bylaw

Bylaw No. 2020-11

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act*, RSY 2002, c. 125, shall apply;
- (b) " Bylaw Enforcement Officer" means a person employed by the City of Dawson to enforce bylaws;
- (c) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (d) "city" means the City of Dawson;
- (e) "council" means the Council of the City of Dawson.

PART II – APPLICATION

4.00 Amendment

- 4.01 This bylaw amends Lots 11-16, Block D, Ladue Estate and Lots 3-20, Block G, Ladue Estate from C1: Core Commercial to R1: Single Detached and Duplex Residential in the Zoning Bylaw Schedule C: Historic Townsite, as shown in Appendix A of this bylaw.

PART III – FORCE AND EFFECT

5.00 Severability

- 5.01 If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder unless the court makes an order to the contrary.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 10 Bylaw

Bylaw No. 2020-11

6.00 Enactment

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

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	April 22, 2020
PUBLIC NOTICE	April 1, 2020
PUBLIC NOTICE	April 8, 2020
PUBLIC HEARING	April 22, 2020
SECOND	
THIRD and FINAL	

Original signed by

Wayne Potoroka, Mayor

Presiding Officer

Cory Bellmore, CAO

Chief Administrative Officer



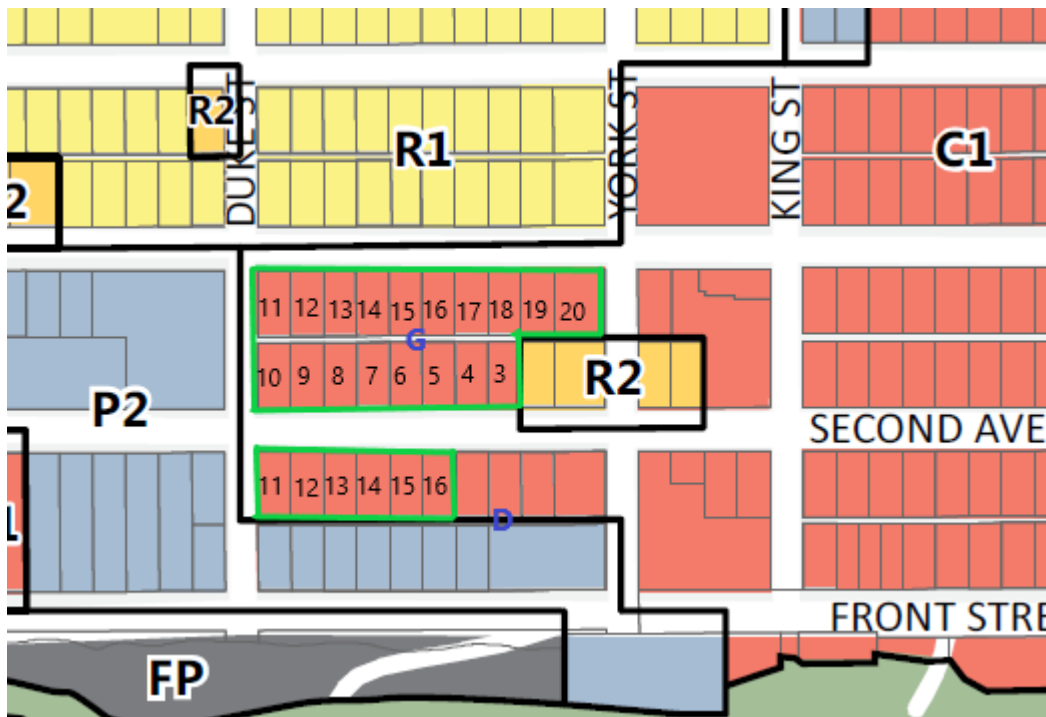
THE CITY OF DAWSON

Zoning Bylaw Amendment No. 10 Bylaw

Bylaw No. 2020-11

8.00 Appendices

Appendix A. Amendments to Schedule C





THE CITY OF DAWSON

2020 Tax Levy Bylaw

Bylaw No. 2020-04

WHEREAS section 265 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that a council may pass bylaws for municipal purposes; and

WHEREAS section 55(2) of the *Assessment and Taxation Act* requires that each municipality shall levy taxes upon all taxable real property within its jurisdiction; and

WHEREAS section 55(3) of the *Assessment and Taxation Act* provides for the establishment of different classes of real property, and varied tax rates according to the class of real property to be taxed; now

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

PART I - INTERPRETATION

1.00 Short Title

1.01 This bylaw may be cited as the **2020 Tax Levy Bylaw**.

2.00 Purpose

The purpose of this bylaw is to levy taxes for the year 2020.

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the Interpretations Act (RSY 2002, c. 125) shall apply;
- (b) “CAO” means the Chief Administrative Officer for the City of Dawson;
- (c) “city” means the City of Dawson;
- (d) “council” means the council of the City of Dawson;
- (e) “residential” means all property used primarily for residential purposes and designated one of the following assessment codes on the “City of Dawson Assessment Roll”: REC, RMH, RS1, RS2, RSC, or RSM.



THE CITY OF DAWSON

2020 Tax Levy Bylaw

Bylaw No. 2020-04

- (f) “non-Residential” means all property used primarily for commercial, industrial and public purposes and designated one of the following assessment codes on the “City of Dawson Assessment Roll”: CG, CMC, CMH, CML, CMS, INS, MHI, MSI, NOZ, OSP, PI, PLM, PRC, or QRY.

PART II – APPLICATION

4.00 Tax Rates Established

- 4.01 A general tax for the year 2020 shall be levied upon all taxable real property in the City of Dawson classified “non-residential” at the rate of 1.85 percent.
- 4.02 A general tax for the year 2020 shall be levied upon all taxable real property in the City of Dawson classified “residential” at the rate of 1.56 percent.

5.00 Minimum Tax

- 5.01 The minimum tax for the year 2020 on any real property classified “residential” shall be eight hundred dollars (\$800.00) except for real property with a legal address in West Dawson where the minimum tax shall be three hundred and fifty dollars (\$350.00).
- 5.02 The minimum tax for the year 2019 on any real property in the City of Dawson classified “non-residential” shall be eleven hundred dollars (\$1,100.00).

PART III – FORCE AND EFFECT

6.00 Severability

- 6.01 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.

7.00 Bylaw Repealed

- 7.01 Bylaw 2019-01, and amendments thereto, are hereby repealed.
- 7.02 All previous year’s tax levies as presented in property tax notices from the City of Dawson shall continue to apply.



THE CITY OF DAWSON

2020 Tax Levy Bylaw

Bylaw No. 2020-04

8.00 Enactment

8.01 This bylaw shall be deemed to have been in full force and effect on January 1, 2020.

9.00 Bylaw Readings

Readings	Date of Reading
FIRST	April 8, 2020
SECOND	
THIRD and FINAL	

Wayne Potoroka, Mayor
Presiding Officer

Cory Bellmore, CAO
Chief Administrative Officer



THE CITY OF DAWSON

Fees and Charges 2020 Amendment Bylaw

Bylaw No. 2020-05

WHEREAS section 265 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that a council may pass bylaws for municipal purposes, and

WHEREAS

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

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

PART I - INTERPRETATION

1.00 Short Title

- 1.01 This bylaw may be cited as the *Fees and Charges 2020 Amendment Bylaw*

2.00 Purpose

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

3.00 Definitions

- 3.01 In this Bylaw:

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



THE CITY OF DAWSON

Fees and Charges 2020 Amendment Bylaw

Bylaw No. 2020-05

PART II – APPLICATION

4.00 Amendment

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

PART III – FORCE AND EFFECT

5.00 Severability

5.01 If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder unless the court makes an order to the contrary.

6.00 Bylaw Repealed

6.01 Bylaw #2019-02 is hereby repealed.

6.02 All previous year’s fees and charges as presented in the Fees and charges amendments to Appendix “A” 13-05 from the City of Dawson shall continue to apply

7.00 Enactment

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

8.00 Bylaw Readings

Readings	Date of Reading
FIRST	April 8, 2020
SECOND	
THIRD and FINAL	

Original signed by: _____

Wayne Potoroka, Mayor

Cory Bellmore, CAO



THE CITY OF DAWSON

Fees and Charges 2020 Amendment Bylaw

Bylaw No. 2020-05

Presiding Officer

Chief Administrative Officer

PART IV – APPENDIX

Appendix A – Fees and Charges

		All rates are subject to GST when applicable	2020		
Administration	Fee Description	Fee	Unit		
	Certified Bylaw	\$15.00	per bylaw		
	NSF Cheque Service Charge	\$40.00	each		
	Stop Payment Fee	\$35.00	each		
	Processing Fee (tax Liens, land registrations)	\$35.00	each		
	Tax Certificate	\$35.00	per property		
Animal Control	Fee Description	Fee	Unit		
	License Fee, Annual - Dangerous animal	\$250.00	per year		
	License Fee, Annual - Unspayed/Un-neutered Dog	\$75.00	per year		
	License Fee, Lifetime - Spayed or Neutered Dog	\$40.00	per dog		
	Feed and Care While Impounded	\$25.00	per dog, per day		
	Impound - First Occurrence	\$25.00	per dog		
	Impound - Second Occurrence	\$75.00	per dog		
	Impound - Third Occurrence	\$125.00	per dog		
	Impound - Fourth Occurrence	\$300.00	per dog		
	Impound - Fifth and Subsequent Occurrences	\$500.00	per dog		
	Replacement Tag	\$15.00	per unit		
	Special Needs Dog	No Fee			
Business Licensing	Fee Description	Fee	Unit		
	Local - Initial Business License Fee	\$125.00	per year		
	Local - Additional Business License for same location	\$60.00	per year		
	Regional - Business License Fee	\$210.00	per year		
	Non-Local - Business License Fee	\$600.00	per year		

Cable System	Fee Description	Fee	Unit	
	Analog Service - Residential Regular Rate	\$45.00	per month	
	Analog Service - Residential Senior Rate	\$41.50	per month	
	Analog Service - Single Unit Commercial Rate	\$45.00	per month	
	Analog Service - Multi Unit Commercial / Institution:			
	Base Rate, plus	\$150.00	per month, plus room/site rate	
	Room/Site Rate from May 1st to September 30th Inclusive	\$18.00	per room per month	
	Room/Site Rate from October 1st to April 30th Inclusive	\$6.00	per room per month	
	Digital Service - Residential Regular Rate	\$70.50	per month	
	Digital Service - Residential Senior Rate	\$63.50	per month	
	Digital Service - Programming Fee for Additional Digital Receiver	\$5.40	per month	
	Digital Additional Programming:			
	Digital Specialty Packages #1 Educational, #2 Business & Info, #3 Variety & Special Int, #4 Lifestyle, #5 Primetime, #6 More Sports, #7 Family & Kids	\$5.40	per package per month	
	Digital Specialty Package #13 - Time Shift #1	\$1.00	per package per month	
	Digital Specialty Package #16 - Extra Variety	\$5.40	per package per month	
	Digital Specialty Package #8 - Premium Movies	\$22.25	per package per month	
	Digital Specialty Package #24 - Super Channels	\$15.50	per package per month	
	Digital Stand Alone Channels: EWTN, OUT TV, Playboy, Hustler	\$22.50	per channel per month	
	Commercial Sportsnet (distribution in Lounges/Bars/Restaurants)	\$50.00	Seating capacity 51-100, per month	
	Commercial Sportsnet (distribution in Lounges/Bars/Restaurants)	\$62.50	Seating capacity 101-150, per month	
	High Definition Additional Programming:			
	High Definition Specialty Package #1 - Entertainment HD	\$8.50	per package per month	
	High Definition Specialty Package #2 - Sports HD	\$5.00	per package per month	
	High Definition Specialty Package #3 - Network HD	\$5.00	per package per month	
	High Definition Specialty Package #4 - Movie HD	\$5.00	per package per month	
	Connection for new service:			
	Administration/Connection Fee (Connection already exists)	\$55.00	per connection	
	Connection prior to the 15th of the month	1 month Levy		
	Connection after 15th of the month	50% of Monthly Levy		
	Service Charge - New Installation	Cost+15%	per installation	
	Service Charge - Late Penalty & Disconnection	10% of outstanding	per month	
	Service Charge - Re-connection for Arrears	\$90.00 plus one month service	per re-connection	
	Service Charge - Transfer (Name change only, same location)	\$25.00	per transfer	
	Fibre Optic Rental	\$315.00	per month per 1 pair of fibre	
	Additional Fibre Optic Rental	\$55.00	per month Per each additional pair of fibre	

Camping Bylaw		Fee Description	Fee	Unit
		All rates are subject to GST when applicable		
		Fee to remove a tent	\$75.00	per tent
		Storage fee for tent	\$10.00	per tent per day
Cemetery		Fee Description	Fee	Unit
		Disinterment or Reinterment of any Cadaver	actual costs	each
		Interment of a Cadaver - Normal Business Hours	\$625.00	each
		Interment of a Cadaver - Outside Normal Business Hours	actual costs	each
		Interment of Ashes - Normal Business Hours	\$425.00	each
		Interment of Ashes - Outside Normal Business Hours	plus actual costs	each
		Plot and Perpetual Care - Ashes	\$300.00	each
		Plot and Perpetual Care - Cadaver	\$575.00	each
Development & Planning		Fee Description	Fee	Unit
		Advertising - Required Advertising associated with any application	\$80	signage replacement fee
		Appeal to Council	\$105.00	per application
		Application to Consolidate	\$105.00	per application
		Cash in Lieu of on-site parking	\$3,100.00	per space
		Development Permit Application - Change of Use	\$210.00	per application
		Development Permit Application - Commercial, Institutional, Industrial, Multi-Residential	\$0.00	
		Base Rate, plus	\$260.00	per application, plus square foot rate
		Square Foot Rate	\$0.25	per square foot of development
		Development Permit Application - Demolition	\$210.00	per application
		Demolition: Redevelopment Security Deposit	\$1.00	per square foot of lot
		Development Permit Application - Major Alteration (additions and changes to main building)	\$105.00	per application
		Development Permit Application - Minor Alteration (decks and non-dwelling accessory structures)	\$25.00	per application
		Development Permit Application - Residential Build (Single-Detached/Secondary Suite)	\$155.00	per dwelling unit
		Development Permit Application - Signage	\$25.00	per application
		Extension of Approval	\$105.00	per application
		OCP Amendment application	\$1,030.00	per application
		Permanent Road Closure Application	\$210.00	per application
		Planning - Designated Municipal Historic Site	\$0.00	per application
		Subdivision Application Fee	\$105.00	per lot created- Min. \$250-Max. \$1000
		Temporary Development Permit - Less than 7 days	\$25.00	per application
		Temporary Development Permit - More than 7 days	\$105.00	per application
		Variance Application	\$105.00	per application
		Zoning Amendment Application Fee	\$410.00	per application

Fire Protection		Fee Description		Fee	Unit	
		All rates are subject to GST when applicable				
		Inspection Service: Third Party Requests for Business Premises		\$75.00	per hour	
		Inspection Service: File Search		\$75.00	per hour	
		Inspection Service: Request for on-site inspection		\$75.00	per hour	
		Inspection Service: Non-routine inspection		\$75.00	per hour	
		Burning Permit Application		\$0.00	per application	
		False Alarm Responses:				
		1-2 responses per calendar year		No Fee		
		3-5 responses per calendar year		\$250.00	per response	
		greater than five responses per calendar year		\$500.00	per response	
		Emergency Response		\$0.00		
		Base Rate, plus		\$500.00	per hour, per unit plus disposable materials	
		Disposable materials		Costs + 21.5% Markup		
		Confined Space Rescue Stand-by		\$500.00	per request	
		Confined Space Rescue Response		\$500 + actual costs	per response	
Public Works		Fee Description		Fee	Unit	
		Equipment Rental including operator:				
		Backhoe		\$150.00	per hour (one hour min.)	
		Dump Truck		\$150.00	per hour (one hour min.)	
		Labour:				
		Service Call / double time		\$150.00	per employee per hour (min 4 hrs)	
		Service Call / time and half		\$120.00	per employee per hour (min 4 hrs)	
		Service Call / normal business hours		\$80.00	per employee per hour (min 1 hr)	
		Other:				
		External contractor and material mark-up		21.5%		
		Municipal Dock Rental		\$105.00	per foot per season	

Recreation and Parks	Fee Description	Fee	Unit	
	Art & Margaret Fry Recreation Centre			
	Arena Ice Rental - Adult	\$120.00	hour	
	Arena Ice Rental - Youth	\$60.00	hour	
	Arena Ice Rental - Tournament*	\$1,500.00	per tournament	
	Arena Ice Rental - Tournament additional hours*	\$50.00	hour	
	Change fee	\$100.00		
	Locker Rental Fee	\$50.00	per season	
	Arena Dry Floor	\$550.00	per day or part thereof	
	Arena Dry Floor - Non-profit	\$400.00	per day or part thereof	
	Arena Kitchen	\$175.00	per day or part thereof	
	Arena Kitchen - Non-profit	\$110.00	per day or part thereof	
	Arena Concession Area	\$45.00	per day or part thereof	
	Arena - Child Day Pass (3-12 years)	\$3.50	day	
	Arena - Chid 10 Punch Pass (3-12 years)	\$30.80	10 times	
	Arena - Child Season Pass (3-12 years)	\$140.00	season	
	Arena - Youth/Senior Day Pass (13-18 years; 60+)	\$4.50	day	
	Arena - Youth/Senior 10 Punch Pass (13-18 years; 60+)	\$39.60	10 times	
	Arena - Youth/Senior Season Pass (13-18 years; 60+)	\$180.00	season	
	Arena - Adult Day Pass (19-59 years)	\$5.25	day	
	Arena - Adult 10 Punch Pass (19-59 years)	\$46.20	10 times	
	Arena - Adult Season Pass (19-59 years)	\$210.00	season	
	Arena - Family Day Pass (related & living in one household)	\$12.25	day	
	Arena - Family 10 Punch Pass (related & living in one household)	\$107.80	10 times	
	Arena - Family Season Pass (related & living in one household)	\$470.00	season	

Recreation and Parks	Fee Description	All rates are subject to GST when applicable		
		Fee	Unit	
	Parks & Greenspace			
	Minto or Crocus - Ball Diamond	\$120.00	per day or part thereof	
	Minto or Crocus - Ball Diamond*	\$850.00	season	
	Crocus - Day Camp	\$1,200.00	season	
	Crocus - Concession	\$110.00	per day or part thereof	
	Minto - Concession	\$150.00	per day or part thereof	
	Minto - Kitchen or Concession	\$75.00	per day or part thereof	
	Minto - Program Room - program	\$15.00	hour	
	Minto - Program Room - private event	\$40.00	first hour	
	Minto - Program Room - private event	\$15.00	each additional hour	
	Parks or Greenspace*	\$52.00	per day or part thereof	
	Gazebo*	\$52.00	per day or part thereof	
	Picnic Shelter*	\$52.00	per day or part thereof	
	Community Garden Plot	\$30.00	season	
	Dawson City Swimming Pool			
	Swimming Pool Rental* - under 25 swimmers	\$120.00	hour	
	Swimming Pool Rental* - additional fee for 25+ swimmers	\$32.00	hour	
	Swimming Pool - Child Day Pass (3-12 years)	\$3.50	day	
	Swimming Pool - Child 10 Punch Pass (3-12 years)	\$30.80	10 times	
	Swimming Pool - Child Season Pass (3-12 years)	\$140.00	season	
	Swimming Pool - Youth/Senior Day Pass (13-18 years; 60+)	\$4.50	day	
	Swimming Pool - Youth/Senior 10 Punch Pass (13-18 years; 60+)	\$39.60	10 times	
	Swimming Pool - Youth/Senior Season Pass (13-18 years; 60+)	\$180.00	season	
	Swimming Pool - Adult Day Pass (19-59 years)	\$5.25	day	
	Swimming Pool - Adult 10 Punch Pass (19-59 years)	\$46.20	10 times	
	Swimming Pool - Adult Season Pass (19-59 years)	\$210.00	season	
	Swimming Pool - Family Day Pass (related & living in one household)	\$12.25	day	
	Swimming Pool - Family 10 Punch Pass (related & living in one household)	\$107.80	10 times	
	Swimming Pool - Family Season Pass (related & living in one household)	\$470.00	season	

Recreation and Parks		Fee Description	Fee	Unit	
		All rates are subject to GST when applicable			
		Equipment Rental			
		Cross Country Ski Package*	\$10.00	per day or part thereof	
		Cross Country Ski Package*	\$20.00	3 days	
		Cross Country Ski Package*	\$40.00	7 days	
		Cross Country Skis, boots or poles	\$5.00	per day or part thereof	
		Snowshoes*	\$10.00	per day or part thereof	
		Snowshoes*	\$15.00	3 days	
		Coffee Urns	\$10.50	per day or part thereof	
		Picnic Table	\$12.00	per day or part thereof	
		Fitness Centre			
		Fitness Centre*	\$7.00	day	
		Fitness Centre*, **	\$35.00	month	
		Fitness Centre*, **	\$88.00	3 months	
		Fitness Centre*, **	\$165.00	6 months	
		Fitness Centre*, **	\$319.00	year	
		Deposits			
		Damage Deposit - Facility	\$350.00	fully refundable if conditions met	
		Damage Deposit - Parks or Greenspace	\$100.00	fully refundable if conditions met	
		Damage Deposit - Equipment	\$20.00	fully refundable if conditions met	
		Deposit - Key	\$40.00	fully refundable if conditions met	
		Program Cancellation	\$10.00		
		* indicates a 10% discount for youth, seniors or registered non-profit			
		** indicates a 10% discount for residents within the municipal boundary			
Single Use Plastics		Fee Description			
		Providing a checkout bag, plastic straw or utensils <u>or</u> providing a bag that is not paper or reusable <u>or</u> discouraging the use of a customers own reusable bag or straw or utensil			
		First Offence		per occurrence	
		Second Offence		per occurrence	

All rates are subject to GST when applicable				
Traffic Control	Fee Description	Fee	Unit	
	Erection of Barriers for Public Utility	\$350.00	occasion	
	Road Closure - Daily Fee	\$50.00	For each day over three days	
	Temporary Road Closure Application Fee	\$75.00	occasion	
Vehicle for Hire	Fee Description			
	Vehicle for Hire License or Renewal	\$100.00	per application	
	Vehicle for Hire Operator's permit	\$30.00	per application	
Waste Management	Fee Description	Fee	Unit	
	Waste Management Fee - Commerical Space	300 (25/mo)	year	
	Waste Management Fee - Institutional Residential	\$300.00	year	
	Waste Management Fee - Non-vacant Institutional Space	300 (25/mo)	year	
	Waste Management Fee - Residential Unit	\$195.00	year	
	Waste Management Fee - Mobile Refreshment Stands	\$20.80	week or portion thereof	
	Waste Management Fee - Mobile Refreshment Stands	\$50.70	month	
	Waste Management Fee - Mobile Refreshment Stands	\$152.10	season	
	Waste Management Fee - Vacant Institutional Commercial Lot	\$75.00	year	
	Waste Management Fee - Vacant Institutional Residential Lot	\$75.00	year	
	Waste Management Fee - Vacant Non-Institutional Commercial Lot	\$60.00	year	
	Waste Management Fee - Vacant Non-Institutional Residential Lot	\$60.00	year	
Water Delivery Service	Fee Description	Fee	Unit	
	One delivery every two weeks	\$1,020.00	per year	
	One delivery every two weeks	\$85.00	monthly installment payment	
	One delivery per week	\$2,220.00	per year	
	One delivery per week	\$185.00	monthly installment payment	

Water and Sewer Services	Seniors Discount on Total Water and Sewer Charges	All rates are subject to GST when applicable	40.00%	actual fee reflected in Water & Sewer fees	
Water Services	Fee Description		Fee	Unit	
	Private owned/occupied Residential		\$635.59	per year	
	Private owned/occupied Residential		\$158.90	quarterly installment	
	Privately owned/rental Residential - Senior Discounted		\$370.03	per year	
	Privately owned/rental Residential		\$635.59	per year	
	Privately owned/rental Residential		\$158.90	quarterly installment	
	Trondek Hwechin residential		\$635.59	per year	
	Trondek Hwechin residential		\$158.90	quarterly installment	
	Commercial Residential		\$974.40	per year	
	Hotel, motel, Inn, Hostel, Boarding Houses, Bed and Breakfast		\$103.66	per rentable room per year	
	Non-Residential Cooking Facility - Commercial/Institutional Kitchens		\$512.58	per kitchen per year	
	Non-Residential Cooking Facility - Community Halls		\$309.58	per kitchen per year	
	Non-Residential Cooking Facility - Staff Kitchens		\$157.33	per kitchen per year	
	Non-Residential Washroom - Restaurant, Lounge, Bar, Tavern, Casino				
	First (2) Units (Refer to Table "A" for unit calculation)		\$426.30	per unit per year	
	Additional per unit rate for over (2) units (Refer to Table "A" for unit calculation)		\$137.03	per unit per year	
	Non-Residential Washroom - Institutional		\$1,141.88	per washroom per year	
	Non-Residential Washroom - Commercial and all other Non-Residential		\$182.70	per toilet / urinal per year	
	Non-Residential Laundry Washing Machine - Institutional Washing Machine		\$1,141.88	per machine per year	
	Non-Residential Laundry Washing Machine - Hotel/Motel Washing Machine		\$938.88	per machine per year	
	Non-Residential Laundry Washing Machine - Hotel/Motel Guest Washing Machine		\$466.90	per machine per year	
	Non-Residential Laundry Washing Machine - other Non-Residential Washing Machine		\$466.90	per machine per year	
	Janitor Room - equiped with water outlet - Institutional		\$1,141.88	per janitorial room per year	
	Janitor Room - equiped with water outlet - Commercial and all other Non-Residential		\$182.70	per janitorial room per year	
	R.V. Park/Campground		\$86.28	per serviced space per year	
	School		\$1,020.20	per classroom per year	
	Car Wash		\$938.88	per year	
	Sewage Disposal Facility		\$340.03	per year	
	Public Shower & Staff Shower		\$294.35	per shower per year	
	Stand Alone Sink		\$157.33	per sink per year	
	Water-Cooled Air Condition, refrigeration or freezer unit and ice machines		\$106.58	per horsepower, per year	
	Bulk water pick up at pumphouse		\$3.05	per cubic metre	
	Disconnection or reconnection of private water service	1 hr labour + 1 hrs equip. rental including operator + materials OR actual			

Appendix A - 2020 Fees and Charges for Bylaw 2020-05

Sewer Services	Fee Description	All rates are subject to GST when applicable	Fee	Unit	
	Private owned/occupied Residential		\$481.82	per year	
	Private owned/occupied Residential		\$120.46	quarterly installment	
	Private owned/occupied Residential - Senior Discounted		\$280.51		
	Privately owned/rental Residential		\$481.82	per year	
	Privately owned/rental Residential		\$120.46	quarterly installment	
	Trondek Hwechin residential		\$481.82	per year	
	Trondek Hwechin residential		\$120.46	quarterly installment	
	Commercial Residential		\$741.76	per year	
	Hotel, motel, Inn, Hostel, Boarding Houses, Bed and Breakfast		\$77.52	per rentable room per year	
	Non-Residential Cooking Facility - Commercial/Institutional Kitchens		\$391.49	per kitchen per year	
	Non-Residential Cooking Facility - Community Halls		\$236.95	per kitchen per year	
	Non-Residential Cooking Facility - Staff Kitchens		\$118.48	per kitchen per year	
	Non-Residential Washroom - Restaurant, Lounge, Bar, Tavern, Casino				
	First (2) Units (Refer to Table "A" for unit calculation)		\$324.52	per unit per year	
	Additional per unit rate for over (2) units (Refer to Table "A" for unit calculation)		\$103.02	per unit per year	
	Non-Residential Washroom - Institutional		\$870.54	per washroom per year	
	Non-Residential Washroom - Commercial and all other Non-Residential		\$139.08	per toilet / urinal per year	
	Non-Residential Laundry Washing Machine - Institutional Washing Machine		\$870.54	per machine per year	
	Non-Residential Laundry Washing Machine - Hotel/Motel Washing Machine		\$716.01	per machine per year	
	Non-Residential Laundry Washing Machine - Hotel/Motel Guest Washing Machine		\$355.43	per machine per year	
	Non-Residential Laundry Washing Machine - other Non-Residential Washing Machine		\$355.43	per machine per year	
	Janitor Room - equiped with water outlet - Institutional		\$870.54	per janitorial room per year	
	Janitor Room - equiped with water outlet - Commercial and all other Non-Residential		\$139.08	per janitorial room per year	
	R.V. Park/Campground		\$48.94	per serviced space per year	
	School		\$775.24	per classroom per year	
	Car Wash		\$716.01	per year	
	Sewage Disposal Facility		\$257.56	per year	
	Public Shower & Staff Shower		\$226.65	per shower per year	
	Stand Alone Sink		\$118.48	per sink per year	
	Disconnection or reconnection of private sewer service	2 hrs labour+2 hrs equip. rental including operator +material costs OR actual costs.			

Single Use Plastics		All rates are subject to GST when applicable		
Fee Description				
	Providing a checkout bag, plastic straw or utensils <u>or</u> providing a bag that is not paper or reusable <u>or</u> discouraging the use of a customers own reusable bag or straw or utensil			
	First Offence	\$75.00	per occurrence	
	Second Offence	\$150.00	per occurrence	
Water Delivery - Senior Discount	Seniors Water Deliveryt Discount:	Fee		
	One delivery every two weeks, if eligibility requirements met per water delivery bylaw	\$408.00	per year	
	One delivery every two weeks, if eligibility requirements met per water delivery bylaw	\$34.00	per monthly installment	
	One delivery per week, if eligibility requirements met per water delivery bylaw	\$888.00	per year	
	One delivery per week, if eligibility requirements met per water delivery bylaw	\$37.00	per monthly installment	
W&S - Load Capacity	Load Capacity Charge-single family residential	Fee		
	Single family residential	\$1,550.00	per unit (includes 2 bathrooms)	
	Single family residential	\$415.00	per additional bathroom	
	Multi-family or commercial property	\$415.00	per water outlet	
TABLE A:				
151 - 200 = 8 units				
201 - 250 = 10 units				
251 - 300 = 12 units				
301 - 350 = 14 units				
351 - max = 16 units				
Plus 2 units for each additional 50 seating capacity				

2020 Provisional Budget

			2019	2019 actual (unaudited)	2020
REVENUE:					
	General Municipality:				
	General Taxation		2084900	2,082,637	2,114,927
	Grants in Lieu of Taxes		964919	1,013,669	994,750
	Grants		2282153	2,308,714	2,404,470
	Penalties and Interest		36717	22,290	15,750
	Other Revenue		17200	85,750	17,200
	Sale of Services		71360	96,382	58,800
	Total General Municipality:		5,457,249	5,609,442	5,605,897
	Cable		270302	224,456	356,209
	Protective Services:				
	Fire Protection		80329	67,440	80,329
	Emergency Measures				
	Bylaw Enforcement		4000	1,394	4,000
	Total Protective Services:		84,329	68,834	84,329
	Public Works:				
	Water Service		804111	893,077	899,826
	Sewer Service		637856	610,889	644,745
	Waste Management		314388	289,992	327,599
	Other Revenue		179256	124,166	158,310
	Total Public Works:		1,935,611	1,918,124	2,030,480
	Public Health - Cemetery		3000	1,200	3,000
	Planning		75810	23,049	21,221
	Recreation:				
	Recreation Common		39868	36,516	46,051
	Programming & Events		62100	46,725	40,900
	AMFRC		54350	49,176	51,000
	Water Front		47000	47,852	38,000
	Pool		32450	27,098	28,950
	Green Space		24500	16,933	23,500
	Total Recreation:		260,268	224,299	228,401
TOTAL REVENUE:			8,086,569	8,069,404	8,329,537

2020 Provisional Budget

EXPENDITURES:				
General Municipality:				
	Mayor and Council	138906	143,915	179,368
	Elections/Referendums	0	-	-
	Grants/Subsidies	161380	135,653	360,766
	Administration	1168293	901,576	1,010,196
	Other Property Expenses	42632	20,450	31,160
	Municipal Safety Program	14266	-	7,459
	Total General Municipality:	1,525,477	1,201,595	1,588,949
	Special Projects/Events	20000	2,464	20,000
	Cable	252741	310,965	249,192
	Protective Services:			
	Fire Protection	429910	312,485	330,632
	Emergency Measures	30125	14,412	29,068
	Bylaw Enforcement	124000	104,421	138,514
	Total Protective Services:	584,036	431,318	498,213
	Public Works:			
	Common	297186	398,524	316,332
	Roads and Streets - Summer	150350	103,066	160,721
	Roads and Streets - Winter	256773	202,967	303,046
	Sidewalks	63237	76,390	77,723
	Dock	17506	14,767	19,550
	Surface Drainage	97040	42,392	79,925
	Water Services	1062549	821,059	737,435
	Sewer Services	315586	282,607	326,380
	Waste Water Treatment Plant	210000	280,387	230,000
	Waste Management	403012	334,452	760,492
	Building Maintenance			1,392,825
	Total Public Works:	2,873,239	2,556,611	4,404,426
	Public Health - Cemetery	15000	639	15,000
	Planning	353666	206,572	264,531
	Recreation:			
	Recreation Common	408312	413,695	360,888
	Programming & Events	279740	230,829	280,942
	AMFRC	561769	446,124	133,051
	Water Front	63823	59,237	12,308
	Pool	289150	223,133	145,542
	Green Space	332755	207,483	273,435
	Total Recreation:	1,935,549	1,580,501	1,206,166
	TOTAL EXPENDITURES:	7,559,708	6,290,666	8,246,477
	NET OPERATING SURPLUS BEFORE RESERVE TRANSFER			
	NET SURPLUS/DEFICIT	52,040	1,778,739	83,061

		2019	2019 actual (unaudited)	2020
RESERVE TRANSFERS:				
Transfer from Restricted Reserves:				
	Admin: Recapture of Network Charge by Dep't.			
	PW: Transfer in from Waste Mngt. Reserve			
	Water Reserve	118,333	14301.01	35000
	Sewer Reserve	118,333		35000
	Waste Reserve	33,334		
	Cable: Transfer in from reserve			
	Planning: Transfer in from reserve			
	PW Equipment Replacement Reserve	70,000	45967.95	45000
	Admin Computer Network/Equitment Reserve	25,000	3946.3	112410
	Admin Capital Reserve			50000
	Recreation Equipment Reserve	35,000	2636.55	20000
	Recreation Capital Reserve			50000
	Recreation Center Planning	150,000	26562.48	100000
	Protective Services Equipment Reserve	20,000	14698.08	156000
	Contribution from Capital Reserves - Roads			
	Total Transfers From Restricted Reserves:	570,000	108,112	603,410

2020 Provisional Budget

Transfer to Restricted Reserves:					
		Asset Management - Buildings			
		Asset Management - Equipment Replacement			
		Asset Management - Engineer Structures			
		Asset Management - Transportation			
		Bylaw #12-14 - Appendix A:			
		Parking Reserve			
		Load Capacity Reserve	20,000	20000	
		Heritage Reserve			
		Land Development Reserve	85,000	85000	
		Capital Contingent Reserve (emergencies)			
		Protective Service Reserve	40,000	40000	60000
		Computer Network/Equipment Reserve	25,000	25000	25000
		Public Works Equipment Replacement Reserve	70,000	70000	60000
		Recreation Reserve	35,000	35000	50000
		Water System Reserve	20,000	20000	
		Sewer System Reserve	20,000	20000	
		Cable Television Reserve			
		Winter/drainage maintenance Reserve			
		Gas Tax Reserve			
		Roads Reserve	5,000	5000	
		General Administration reserve			
		Waste Management Reserve	20,000	20000	
		Recreation Complex Reserve 0.1%	208,490	208490	192,949.69
		Council Equipment Replacement			
		Green Initiatives Reserve			12612
		Interest Earned on Specified Reserves	20,000	20000	
		Transfer to Restricted Reserves:	568,490	568490	400561.69
		Operating Reserve Transfers:			
		For Information - Calculated in O & M budgets			
		Transfer from Cable Reserve			*86509.19
		Road - Operating Reserve			*45000
		Operating Reserve Transfers:			
		Total Transfer to Restricted Reserves	568,490	568,490	400,562
		NET RESERVE TRANSFER FOR FUNDING AND REPLINISHING OF CAPTIAL	- 1,510	460,378 -	202,848
		NET OPERATING SURPLUS AFTER RESERVE TRANSFER	53,550	1,318,361	285,909
		NON OPERATING EXPENSES:			
		Transfer to Principal Payment - Long Term Debt			
		Payments for Principal Amount			
		Capital Projects funded through Operating Funds			
		Lot Development			
		Cost recovery - Lot Development 2014			
		Sale/purchase of Lots			100000
		Returned of Land Purchase by Chief Issac			
		Purchase of Gravel/Chemical for Inventory			
		Change in Inventory Gravel			
		Transfer: Road Reserve to purchase Inventory			
		2017/2018 past payment for WWTP	105,000		
		TOTAL NON OPERATING EXPENSES:	105,000	-	100,000
		NET OPERATING SURPLUS AFTER NON OPERATING EXPENSES:	- 51,450	1,318,361	185,909
		TRANSFER FROM UNRESTRICTED RESERVE FOR BALANCE BUDGET:	51,450		
		NET CASH SURPLUS/DEFICIT	-	1,318,361	185,909

City of Dawson
2020 Capital Expenditures
Capital Project Summary

[illegible]

City of Dawson
2018 Capital Project Plan
Administration

Projects:	Project Value	Funding Source	2016	2017	2018	2019	2020	2021	2022	2023	Future
Expenses:											
Restoration of CBC Building	1,227,000	A/G/E	192,370	105,000	417,450	489,750	140,000	526,500	326,500	200,000	
OCP Review	50,000	B									
Records Management CP14	50000	B			50,000	50,000	50,000				
Total Capital Projects	1,327,000		192,370	105,000	467,450	539,750	190,000	526,500	326,500	200,000	-
Funding:											
A - Reserves			83,230	35,500			50,000				
B - Gas Tax Funding				-	347,950	395,250	40,000	426,500	326,500	200,000	
C - Accumulated Surplus (Approved from Surplus)											
D - Current Operating Funds											
E - Other Grant Funding				69,500	100,000	100,000	100,000	100,000			
F- CDF											
G - YG Contribution Agreement					19,500	19,500					
H - Other Funding (KVA, Insurance Claim)						25,000					
I - Project Dependant on funding Source Secured											
Total Funding			83,230	105,000	467,450	539,750	190,000	526,500	326,500	200,000	-

City of Dawson
10 Year Equipment Replacement Plan
TECHNOLOGY REPLACEMENT PLAN

Description	Model Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Future
Replace Computer System														
Website/VCH upgrade and development				25,000	15,000									
- 1 Servers - Diamond Server	2016	\$12,000				12,210						15,000		
- 1 Server - General Server	2015					16,600					15,000			
- 1 Server -Asset Management Server														
- 1 Server -other required hardware						15,000								
- 6 Finance Computers & EA	2016	\$15,000				15,000						15,000		
- Software/Licencing for new computers	2016	\$15,000	3,750			23,600					6,000	15,000		
- Computer - CAO	2016					2,500								2,000
- Computer - Fire Chief	2013			2,500		2500					2,500	2,500		2,500
- Computer - Bylaw	2012			2,500										2,500
- Computer - CDO	2012		2,500					2,500						2,500
- Computer - Council Chamber	2015					2,500								2,500
- 7 Recreation Computers														
1 Pool	2015					5,000								2,000
1 Arena Maintenance	2014				2,500					2,500				
5 Recreation Office - Note	2016	\$12,500				12,500						15,000		12,500
-6 Public Works Computers														
Project manager	2017		3,000					3,000					3,000	
Public Works Admin	2018			2,500					2,500					
Public Works Manager	2018			2,500					2,500					
Pump house	2014				2,500					2,500				
Public Works A	?					2,500					2,500			
Public Works B	?					2,500						2,500		
- Phone Server/Software	2013			5,000					5,000					5,000
- Council Chamber AV Equipment	2016	\$15,000												15,000
Total Expenditure		69,500	9,250	40,000	20,000	112,410	-	5,500	10,000	5,000	26,000	65,000	3,000	46,500

Administration Reserve Opening Balance	\$25,621	\$36,751	\$42,765	\$75,186	\$97,781	\$10,371	\$55,371	\$94,871	\$129,871	\$169,871	\$188,871	\$168,871	\$210,871
Current Year Equipment Expenditures	\$69,500	\$9,250	\$0	\$3,946	\$112,410	\$0	\$5,500	\$10,000	\$5,000	\$26,000	\$65,000	\$3,000	\$46,500
Interest		\$264	\$421	\$1,542									
Administration Reserve Contribution	\$44,000	\$15,000	\$29,000	\$25,000	\$25,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
Administration Reserve YE Balance	\$121	\$42,765	\$75,186	\$97,781	\$10,371	\$55,371	\$94,871	\$129,871	\$169,871	\$188,871	\$168,871	\$210,871	\$209,371

Recreation Computers: Rotate old computers to maintenance, front and pool

City of Dawson

2018 Capital Project Plan

Protective Services

Projects:	Project Value	Funding Source	2020	2021	2022	Future
Expenses: (with funding source by letter)						
Back up Generator for City Office/Emergency Operations		B	30,000			
Installation of Generator	125,000	B				
Convert fire training facility to propane	220,000	I		220,000		
upgrade to training facility	50,000	B/G	50,000			
Upgrade to fire dispatch center	75,000	A	75,000			
Replace communication building	175,000	B				
Total Capital Projects	645,000		155,000	220,000		-
Funding:						
A - Reserves			75,000			
B - Gas Tax Funding			80,000			
C - Accumulated Surplus (Approved from Surplus)						
D - Current Operating Funds						
E - Other Grant Funding						
F- CDF						
G - YG Contribution Agreement						
H - Other Funding (KVA, Insurance Claim)						
I - Project Dependant on funding Source Secured						
Total Funding			155,000	-		-

City of Dawson
10 Year Equipment Replacement Plan
PROTECTIVE SERVICES

Description	Model Year	Replacement Cost	2020	2021	2022	2023	2024	2025	2026	2027	Future
Fire Engine	2015	\$400,000									400,000
Fire Engine	1998	\$450,000									450,000
Rescue Truck	1999	\$60,000	60,000								
Bylaw Enforcement Truck											
Command Vehicle	2007	\$45,000									
Rescue Trailer	2009	\$9,000									9,000
Extrication Equipment	2002	\$47,000									
SCBA Gear	2016	\$87,652	15,000	15,000							
Fire Alarm Monitoring System	2002	\$30,000									30,000
Fire Extinguisher Training Unit	2014	\$35,000									35,000
Total Expenditure		1,237,652	75,000	15,000	-	-	54,000	-	-		

PS Reserve Opening Balance	\$93,932	\$78,932	\$103,932	\$143,932	\$183,932	\$169,932	\$209,932	\$249,932	
Current Year Equipment Expenditures	\$75,000	\$15,000	\$0	\$0	\$54,000	\$0	\$0	\$0	
Outside Financing/Sale of Equipment									
PS Reserve Contribution	\$60,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	
Interest -new									
Yearly Variance Adjustment - new									
PS Capital Lease Payment	\$0	\$0	\$0	\$0	\$0				
PS Reserve YE Balance	\$78,932	\$103,932	\$143,932	\$183,932	\$169,932	\$209,932	\$249,932	\$289,932	\$0

City of Dawson
2019 Capital Project Plan
Public Works

Projects:	Project Value	Funding Source	2020	2021	2022	Future
Expenses: (with funding source by letter)						
Water System:						
Phase 1 - Water Treatment Plant	15,000,000	G	15,000,000			
Phase 2 - Water Treatment Plant - Reservoir Construction	4,000,000	G			4,000,000	
Upsize loop 4 Water Main	4,000,000	I				4,000,000
Sewer System:						
Craig St. Sewer Replacement	555,000	G				
Phase 1 - Front St. and Turner St. Sewer Replacement	1,869,000	G				
Phase 2 - Front St. and Turner St. Sewer Replacement	1,869,000	G				
Replace Craig St. Hydraulic Tower	400,000	G				
5th Ave Sewer Replacement Craig St. to Harper St.	2,825,000	G	2,825,000			
3rd Ave Sewer Replacement King St. to Albert St.	2,825,000	G	2,825,000			
Turner St. Emergency Outfall	TBA	I				TBA
6th Ave. Sewer Replacement Firth St. to Turner St.	TBA	I				TBA
King St. Forcemain and Sewer Replacement	TBA	I				TBA
4th Ave Sewer Replacement D3-351 to Queen St.	TBA	I				TBA
Sewer Model Development	TBA	I				TBA
Storm System:						
Storm Drainage Flood Gates	TBA	I				TBA
Waste Management:						
Solid Waste Management Program Design	40,000	A				
Diversion Center	1,864,000	G&B	1,864,000			
Callison Storage Sheds		A				
Quigley Household Hazardous Waste Shed		I				
In House Upgrades to existing Water, Sewer and Drainage Infrastructure	350,000	A	70,000	70,000	70,000	
Asset Management Software	50,000	B				
Street Signs	5,000	A				
Total Capital Projects	35,652,000	-	22,584,000	70,000	4,070,000	4,000,000
Funding:						
A - Reserves						
Water Reserve			35,000	35,000	35,000	
Sewer Reserve			35,000	35,000	35,000	
Solid Waste Management Reserve						
Admin Reserve						
B - Gas Tax Funding			1,864,000			
C - Accumulated Surplus (Approved from Surplus)						
D - Current Operating Funds						
E - Other Grant Funding						
F- CDF						
G - YG Contribution Agreement			20,650,000		4,000,000	4,000,000
H - Other Funding (KVA, Insurance Claim)						
I - Project Dependant on funding Source Secured						
Total Funding			22,584,000	70,000	4,070,000	4,000,000

City of Dawson
10 Year Equipment Replacement Plan
PUBLIC WORKS

Description	Model Year	Replacement Cost	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Future
Nissan Rogue	2017	\$35,000								35,000			Replace every 10 years
Ford (pumphouse service truck)	2012	\$60,000			70,000								Replace every 10 years
Dark grey Toyota Tacoma(On Call Truck)	2018	\$45,000									45,000		Replace every 10 years
Toyota Tacoma(Brown)	2009	\$45,000											Move on call truck to here
Ford F350 XL 4x4 (plow truck)	2009	\$70,000										70,000	Replace every 10 years
Public works dodge van	2016	\$50,000							50,000				Replace every 10 years
Building Maintenance dodge van	2015	\$50,000						50,000					Replace every 10 years
GMC 1/2 Ton Pick-up (landfill truck)	1997	\$45,000			\$45,000								Replace every 25 years
Ford 1/2 Ton Pickup (Norm's truck)	1993	\$45,000	45,000										Replace every 20 years
Ford Crane - 5 Ton	1990	\$105,000		105,000									Replace every 30 years
IMT Boom Crane (combin with 5 ton truck)	1989	\$25,000		25,000									Replace every 30 years
White Kenworth T800 Dump Truck	2000	\$120,000								120,000			Replace every 20 years
Steamer Trailer w Brooks Steamer	2013	\$125,000										125,000	Replace every 20 years
In-Town Backhoe (420F IT Caterpillar)	2016	\$175,000							175,000				Replace every 10 years
Landfill Backhoe (420E IT Caterpillar)	2007	\$105,000											Move Town Backhoe to Landfill
Landfill Backhoe Solid Rubber Tires	2017	\$15,000								20,000			Replace every 10 years
Vactor Truck	1996	\$150,000				\$150,000							Replace every 20 years
Garbage Collection Truck	2020												
Kohler 80kw mobile generator (York Street Lift Station)	1994	\$30,000											Not to be replaced
EIS 15kw Mobile Generator (Bonanza Gold Lift Station)	1998	\$10,000				10,000							Replace every 25 years
Electrofusion Machine	2018	\$6,000									6,000		Replace every 10 years
Pipe Threader	2014	\$11,000											Replace every 20 years
Plate Tamper	2015	\$8,000						\$8,000					Replace every 10 years
Man Lift	2015	\$15,000											Replace every 20 years
Dri Prime Pump	2015	\$40,000											Replace every 20 years
Snow Removal Equipment	2017	\$15,000								\$15,000			Replace every 10 years
GMC 4x4 K2500(moved to rec dept)	1997	\$40,000											
Dodge Dakota Club Cab 4x4 (To Dispose of)	2007	\$25,000											Acquire new general city staff vehicle
Caterpillar 416 Loader/Backhoe (disposed)	1998	\$105,000											
Chev 3/4 Ton 4x4 (disposed)	1990	\$20,000											
Ford F350 Pick-up (disposed)	1989	\$60,000											
Total Expenditures		820,000	45,000	130,000	115,000	160,000	-	58,000	225,000	140,000	51,000	195,000	-

Public Works Equip. Reserve Open Bal.		\$221,273	\$246,273	\$186,273	\$141,273	\$51,273	\$121,273	\$133,273	-\$21,727	-\$91,727	-\$72,727
Current Year Equipment Expenditures		\$45,000	\$130,000	\$115,000	\$160,000	\$0	\$58,000	\$225,000	\$140,000	\$51,000	\$195,000
Equipment Lease for funding											
Equipment Lease payments											
Interest											
Yearly Variance adjustment											
PW Equipment Reserve Contribution		\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
N/A - Dedicated Equip. Replace.Reserve											
PW - Equip. Replace Reserve YE Balance		\$246,273	\$186,273	\$141,273	\$51,273	\$121,273	\$133,273	-\$21,727	-\$91,727	-\$72,727	-\$197,727

City of Dawson
2019 Capital Project Plan
Recreation

Projects:	Project Value	Funding Source	2020	2021	2022	Future
Expenses:						
Pool Flooring	150,000	B	50,000			
Trail Management Plan Implementation	431,500	B/H/I	50,000			
Minto Park Playground Resurfacing	100,000	A/I				
Recreation Centre Planning	40,000	A	100,000			
Dredge Pond Park/Playground	75,000	F	75,000			
Total Capital Projects	5,485,331		275,000	-		-
Funding:						
A - Reserves			100,000			
B - Gas Tax Funding			100,000			
C - Accumulated Surplus (Approved from Surplus)						
D - Current Operating Funds						
E - Other Grant Funding						
F- CDF			75,000			
G - YG Contribution Agreement						
H - Other Funding (KVA, Insurance Claim)						
I - Project Dependant on funding Source Secured						
Total Funding			275,000	-		-

City of Dawson
10 Year Equipment Replacement Plan
RECREATION

Description	Model Year	Replacement Cost	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Future
GMC	2011	\$40,000		40,000									
Ford E350XL Van (replaced 2018)	2007	\$45,000											
Toyota Tacoma	2013	\$40,000				40,000							
Chev Express Van	2019	\$60,000										60,000	
Zamboni 520	1994	\$120,000		120,000									
Trailer	2013	\$10,000						10,000					
Riding Mower	2013	\$16,500					16,500						
Husqvarna Roto-tiller	2010	\$5,000	5,000										
Husqvarna Aerator	2008	\$5,000			5,000								
Skate Park Equipment	2010	\$80,000				80,000							
Minto Park Playground	2010	\$150,000							75,000				75,000
Waterfront Interpretive Panels	2009	\$15,000	15,000										
Pool Lockers	2019	\$35,000											
Arena Kitchen Equipment Replacement													
Gas Oven/Stove Top	2001	\$16,000			16,000								
Curling Stand Up Freezer	2001	\$5,000					5,000						
Curling Stand Up Cooler	2001	\$8,000					8,000						
Weight Room Equipment Replacement													
Precor Treadmill	2018	\$10,000					10,000						
Precor Treadmill	2010	\$10,000		10,000									
Precor Recumbent Bike		\$5,000		5,000									
Precor Bike	2013	\$5,000				5,000							
Precor Treadmill	2013	\$10,000			10,000								
Precor AMT	2013	\$8,000		8,000									
Precor AMT	2013	\$8,000						8,000					
Rowing Machine	2019	\$5,000				5,000							\$150,000
Total Expenditure		762,500	20,000	183,000	31,000	130,000	39,500	18,000	75,000				225,000

Recreation Reserve Opening Balance	\$119,356	\$149,356	\$16,356	\$35,356	-\$59,644	-\$64,144	-\$52,144	-\$97,143	-\$67,142	-\$37,141
Current Year Equipment Expenditures	\$20,000	\$183,000	\$31,000	\$130,000	\$39,500	\$18,000	\$75,000	\$0	\$0	\$0
Outside Financing										
Recreation Reserve Contribution	\$50,000	\$50,000	\$50,000	\$35,000	\$35,000	\$30,000	\$30,001	\$30,001	\$30,001	\$30,001
Recreation Capital Project Withdrawal										
Interest										
Recreation Reserve YE Balance	\$149,356	\$16,356	\$35,356	-\$59,644	-\$64,144	-\$52,144	-\$97,143	-\$67,142	-\$37,141	-\$7,140



THE CITY OF DAWSON

2020 Annual Operating Budget and the Capital Expenditure Program

Bylaw No. 2020-06

WHEREAS section 238 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that on or before April 15 in each year, council shall cause to be prepared the annual operating budget for the current year, the annual capital budget for the current year, and the capital expenditure program for the next three financial years, and shall by bylaw adopt these budgets; and

WHEREAS section 239 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that council may establish by bylaw a procedure to authorize and verify expenditures that vary from an annual operating budget or capital budget; now

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

PART I - INTERPRETATION

1.00 Short Title

- 1.01 This bylaw may be cited as the **2020 Annual Operating Budget and the Capital Expenditure Program Bylaw.**

2.00 Purpose

- 2.01 The purpose of this bylaw is to adopt the 2020 annual operating budget and the capital expenditure program for the years 2020 to 2023.

3.00 Definitions

- 3.01 In this Bylaw:

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



THE CITY OF DAWSON

2020 Annual Operating Budget and the Capital Expenditure Program

Bylaw No. 2020-06

PART II – APPLICATION

4.00 Budget

- 4.01 The 2020 annual operating budget, attached hereto as Appendix “A” and forming part of this bylaw, is hereby adopted.
- 4.02 The 2020 to 2023 capital expenditure program, attached hereto as Appendix “B” and forming part of this bylaw, is hereby adopted.

5.00 Budgeted Expenditures

- 5.01 All expenditures provided for in the 2020 Annual Operating Budget and the 2020 to 2023 Capital Expenditure Program shall be made in accordance with the *Finance Policy* and the *Procurement Policy*.

6.00 Unbudgeted Expenditures

- 6.01 No expenditure may be made that is not provided for in the 2020 Annual Operating Budget and the 2020 to 2023 Capital Expenditure Program unless such expenditure is approved as follows:
- (a) by resolution of council for expenditures which will not increase total expenditures above what was approved in the 2019 Annual Operating Budget and the 2020 to 2023 Capital Expenditure Program.
 - (b) by bylaw for expenditures which increase total expenditures above what was approved in the 2020 Annual Operating Budget and the 2020 to 2023 Capital Expenditure Program.

PART III – FORCE AND EFFECT

7.00 Severability

- 7.01 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

2020 Annual Operating Budget and the Capital Expenditure Program

Bylaw No. 2020-06

8.00 Enactment

8.01 This bylaw shall be deemed to have been in full force and effect on January 1, 2020.

9.00 Bylaw Readings

Readings	Date of Reading
FIRST	April 8, 2020
SECOND	
THIRD and FINAL	

Original signed by: _____

Wayne Potoroka, Mayor

Presiding Officer

Cory Bellmore, CAO

Chief Administrative Officer



THE CITY OF DAWSON

2020 Annual Operating Budget and the Capital Expenditure Program

Bylaw No. 2020-06

PART IV – APPENDIX

Appendix A – 2020 Annual Operating Budget

Appendix B - 2020 to 2023 Capital Expenditure Program



March 24, 2020

VIA EMAIL

Wayne Potoroka, Mayor
City of Dawson

Dear Mayor Potoroka,

Re: Carbon Tax Rebate for Municipalities

I am pleased to advise that the Government of Yukon has recently approved the carbon rebate allocation percentages for municipalities. As you are aware, the first rebate will be released to municipalities on April 1, 2020 along with the Comprehensive Municipal Grant.

The rebate allocations were determined using the formula presented by municipalities and data that are utilized to calculate the 2020 Comprehensive Municipal Grant. In an effort to provide municipal governments with certainty surrounding their carbon price rebates, these allocation percentages will be used for the first three years of the rebate program, 2020 to 2022. Both the Comprehensive Municipal Grant and the federal carbon levy are scheduled for review in 2022. It is expected that the timing of these reviews will facilitate a meaningful review of Yukon's municipal carbon price rebate program. As governments take action to address climate change and changes in carbon emissions alter these percentages, a review of the municipal carbon rebate program will be well-timed come 2022.

	Allocation	April 1, 2020 payment
Carmacks	2.4975%	\$ 3,262
Dawson City	9.6566%	\$ 12,612
Faro	2.1070%	\$ 2,752
Haines Junction	4.2767%	\$ 5,586
Mayo	2.4492%	\$ 3,199
Teslin	2.4321%	\$ 3,176
Watson Lake	6.3431%	\$ 8,285
Whitehorse	70.2378%	\$ 91,736
Total	100.0000%	\$ 130,608

The amount to be allocated to municipalities on April 1, 2020 is based upon the amount of revenue received from Canada by Yukon government as of March 31st for the federal carbon levy collected in the Yukon. For 2019-20, the amount of carbon levy revenue was \$4,353,606.72. The municipal carbon price rebate payment will be included with your Comprehensive Municipal Grant payment on April 1st and both amounts are rounded to the nearest dollar.

I would like to especially thank Cory Bellmore, Chief Administrative Officer with the City of Dawson, and Valerie Braga, Director of Corporate Services with the City of Whitehorse, who provided advice on the development of an equitable option for the allocation of the municipal carbon rebate.

If you have any questions regarding the Carbon Rebate program for municipalities, please contact Tim Shoniker, Director of Fiscal Relations with the Department of Finance or Ben Yu Schott, Director of Community Affairs. Tim can be reached at tim.shoniker@gov.yk.ca or (867) 667-5303. Ben can be reached at ben.yuschott@gov.yk.ca or (867) 332-3537.

Thank you again for the development of the rebate program. We truly value the ongoing collaboration we have with our municipal partners.

Sincerely,



John Streicker
Minister of Community Services

- c. Sandy Silver, Minister of Finance
Tara Wheeler, President of Association of Yukon Communities
Cory Bellmore, Chief Administrative Officer

Committee Minutes

WEDNESDAY February 5th, 2020
17:30
Conference Room

Meeting Type: Regular

Meeting: # HAC 20-02

Facilitators: Clarissa Huffman

Attendees: Angharad Wenz, Megan Gamble, Eve Dewald.

Regrets: Patrik Pikálek, Dylan Meyerhoffer.

Meeting Called to order at 5:30 PM.

Minutes

Agenda Item: Agenda Adoption

Presenter: Angharad Wenz

Resolution: #20-02-01

Second: Megan Gamble

THAT the Agenda for Heritage Advisory Committee Meeting HAC 20-02 has been adopted 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

Resolution: #20-02-02

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

Discussion:

- No delegations.

Agenda Item: Delegations

Resolution: #20-02-03

Discussion:

- No delegations.

Agenda Item: Revert to Heritage Advisory Committee

Presenter: Angharad Wenz

Resolution: #20-02-04

Second: Megan Gamble

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

Discussion: None.

Agenda Item: Adoption of the Minutes

Resolution: #20-02-05

Presenter: Angharad Wenz

Second: Megan Gamble

THAT the Minutes for HAC meeting 19-20 are accepted as amended.

Discussion:

- CDO identified that meetings previously started at 7:00, not 7:30. The minutes were updated to reflect this error.

Votes For: 3

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Business Arising from the Minutes

Resolution: #20-02-06

Presenter: Angharad Wenz

Second: Megan Gamble

Discussion:

- None.

Agenda Item: Applications

Resolution: #20-02-07

Presenter: Angharad Wenz

Second: Megan Gamble

THAT the Heritage Advisory Committee move to require that Chief Isaac, at the first meeting in March, present to the Committee for review a plan to resolve the non-compliance based on the administrative analysis under the HMP and Design Guidelines as outlined in previous letters and meetings with the proponent.

Discussion:

It was discussed that Chief Isaac was supposed to come back on January 15 with a proposal, and missed this deadline. One of their primary concerns is lack of funds, but fines for non-compliance can also add up quite quickly. It is also likely that they will be ineligible for their development incentive until this is resolved. HAC wants to ensure that the onus is on the applicant to be presenting resolutions, not the other way around.

Agenda Item: Unfinished Business

Resolution: #20-02-08

Presenter: Angharad Wenz

Second: Megan Gamble

THAT the Heritage Advisory Committee move to table the Project Priorities discussion.

Discussion:

- No committee members had project ideas at this time; CDO reminded the Committee that if an idea comes up during the year, that the budget can be requested at that time. One idea presented was that the Committee could move through the process of designating some key buildings. CDO mentioned that one funding idea might be to hire a consultant to do the research and prepare the nomination packages for selected buildings as a 2020 project, as this is a time consuming process. This was received favourably as an idea for consideration.

Votes For: 3

Votes Against: 0

Abstained:0
TABLED

Agenda Item: Adjournment

Presenter: Angharad Wenz

Resolution: #20-02-09

Seconded: Megan Gamble

That Heritage Advisory Committee meeting HAC 20-02 be adjourned at 17:46 hours on the 5th of February, 2020.

Discussion: None.

Minutes accepted on: HAC 20-05 on March 18, 2020

Committee Minutes

WEDNESDAY February 19th, 2020

17:30

Conference Room

Meeting Type: Regular

Meeting: # HAC 20-03

Facilitators: Clarissa Huffman

Attendees: Angharad Wenz, Eve Dewald.

Regrets: Patrik Pikálek, Megan Gamble, Dylan Meyerhoffer.

No quorum, meeting adjourned at 5:47pm.

These minutes are not official and are for informational purposes only

Minutes

Agenda Item: New Business

Dylan Meyerhoffer Leave

Discussion:

Dylan is looking to take a leave from the Committee due to a temporary work assignment out of the territory. Options discussed included to request a formal leave under the bylaw, to be re-evaluated if the TA gets extended. However, a second option would be to see if there are any interested parties that would want the seat, in which case we could replace Dylan with that individual and Dylan could re-apply the next time a seat opens. Dylan is open to both. This item will be placed on Agenda 20-04.

Agenda Item: Unfinished Business

Joint Council Agenda Items

Discussion:

The Committee wants to continue brainstorming about this. Ideas that were brought up so far would be to ask Council if they have any sites that they would like to see designated, and if they have any project priorities or areas of special consideration that they would like HAC to focus on for 2020. This item will be placed on Agenda 20-04.

Agenda Item: Unfinished Business

Project Priorities for 2020

Discussion:

The Committee wants to continue brainstorming about this. Ideas that were brought up so far would be to hire a consultant to prepare nominations for a set of priority sites for Municipal Historic Site designation. The nomination packages are complex and time-consuming, and this would be a good way to add more sites to our register for additional protection. Proposed sites brought up for discussion were the Typhoid Cemetery and the Guns and Ammo Building. Administration brought up the idea of commemorative plaques for Municipal Historic Sites to raise community awareness of the program. This item will be placed on Agenda 20-04.

Committee Minutes

WEDNESDAY March 4th, 2020

17:30

Conference Room

Meeting Type: Regular

Meeting: # HAC 20-04

Facilitators: Clarissa Huffman

Attendees: Angharad Wenz, Patrik Pikálek.

Regrets: Megan Gamble, Dylan Meyerhoffer, Eve Dewald.

No quorum, meeting adjourned at 5:47pm.

These minutes are not official and are for informational purposes only

Minutes

Agenda Item: Applications

HRP 20-008: PFX Genest House

Discussion:

The Committee needs more information in order to make a decision on this application. There needs to be clarification of the existing window materials, i.e. which ones are currently wood, and to the best of the owners' knowledge, which windows are original. On the front first floor, the windows can be 4-pane vinyl, as the addition is not original to the building. However, it should be noted that these windows would not be eligible for heritage funding. Windows on the north and south facades can be replaced in-kind. The application also must demonstrate compliance with the Standards and Guidelines for the restoration of windows.

Agenda Item: Applications

DP 19-109 and 19-110: TH Youth Centre

Discussion:

Overall, the design is an improvement over the first iteration. The foundation/cribbing elevation still needs to be lowered to 2 feet in order to be compliant with the HMP. A false façade on the street-facing component would be appreciated from a streetscape perspective, and the proponent was amenable to this change. The proponent was also open to changing the front windows to two commercial shop-style windows (preferred by the Committee) or four evenly spaced windows for massing and symmetry purposes. It was noted that the doors are wood with a transom, and the windows would probably be vinyl. The Committee noted that the rails should be pickets, not a half wall.

Agenda Item: Applications

DP 20-003: Rebekah Millar Single Detached Home

Discussion:

The proponent agreed to steepening the roof pitch to a minimum of 6:12, changing the railings to pickets rather than a half wall, and identifying that the front setback would be consistent with other residences on the block to be compliant with the HMP. The proponent will report back with proposed design changes to the roof and window construction details. Skirting is likely to be tin, it was noted that this is preferred by the Committee as compared to no skirting.

MINUTES OF COMMITTEE OF WHOLE MEETING CW20-03 of the council of the City of Dawson called for 7:00 PM on Wednesday, February 5, 2020 in the City of Dawson Council Chambers.

PRESENT:	Mayor Councillor Councillor Councillor	Wayne Potoroka Natasha Ayoub Stephen Johnson Molly Shore
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ABSENT:	Councillor	Bill Kendrick
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ALSO PRESENT:	A/CAO EA CDO	Mark Dauphinee Heather Favron Clarissa Huffman
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Agenda Item: Call to Order

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

Agenda Item: Agenda

CW20-03-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for committee of the whole meeting #CW20-03 be accepted as amended. Carried 4-0

Agenda Item 9 (b) was removed from the agenda.

Agenda Item: Minutes

a) Committee of Whole Meeting Minutes #CW20-01 of January 15, 2020

The committee requested the minutes be corrected to reflect Mayor Potoroka was absent.

CW20-03-02 Moved by Mayor Potoroka, seconded by Councillor Shore that the minutes of committee of the whole meeting #CW20-01 of January 15, 2020 be accepted as amended. Carried 4-0

b) Committee of Whole Meeting Minutes #CW20-02 of January 29, 2020

CW20-03-03 Moved by Mayor Potoroka, seconded by Councillor Shore that the minutes of committee of the whole meeting #CW20-02 of January 29, 2020 be accepted as presented. Carried 4-0

Agenda Item: Business Arising from the Minutes

a) Committee of Whole Meeting Minutes #CW20-01 of January 15, 2020

The committee inquired if the dollar per million litre figure for the plant in Carmacks was available. The A/CAO informed the committee that the figure had not yet been obtained.

The committee inquired if an unaerated lagoon was seriously being considered for options and what would the order of magnitude be for size in comparison to an aerated lagoon? The A/CAO informed the committee that both unaerated and aerated lagoons were being considered. The size would be about twice the size of an aerated lagoon. In addition to efficiency and cost effectiveness, there should also be some consideration given to overall aesthetics was a suggestion raised by the committee.

The committee requested the technical size requirements for aerated and unaerated lagoons be provided. The A/CAO informed the committee that a technical report was expected to be brought forward to council very soon.

b) Committee of Whole Meeting Minutes #CW20-02 of January 29, 2020

The committee inquired if there was any further information available regarding the Minto Park and Victory Gardens transfer of title. The CDO informed there was no new information to report.

The committee requested an update regarding the Mammoth statute. The A/CAO informed there was no new information to report.

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) Request for Direction RE: Official Community Plan & Zoning Bylaw Amendment Application – Placer Claims #P35900 & P35902

The committee suggested the wording of 2.1 of the recommendation be changed from “relinquish access to claims” to “relinquish claims”.

The committee requested an update regarding legal review surrounding relinquishing claims. The CDO informed the committee there is a section in the *Placer Act* that allows for claim holders to relinquish their claims voluntarily. With the premise if the city was to develop an agreement between the city and the proponent by which the proponent voluntarily relinquishes their claims after a certain amount of time, that agreement would be binding under that clause. The content of the agreement has yet to be developed.

The committee inquired if security deposits could be added or if it could be considered as a condition in the agreement. The CDO informed the committee that security is typically required if there are tangible existing surface rights that would be affected by the placer activities i.e.: titled properties. The CDO will confirm if there are any situations that could require security.

Discussion ensued regarding timeline. The CDO noted preference would be to align a relinquish agreement with the expiry of a water licence. If Tr’ondëk Hwëch’in was requesting a different timeline, then that could be a conversation worth having.

The committee inquired if anyone has ever come up with cost of extracting mineral opposed to what mineral could potentially come out of the ground, if there are any assay results, or if any sort of drill testing has occurred on the property? The CDO responded they were not aware of any.

The committee noted a desire to know what work has been done to date on property, if there is a residential use occurring on the claims, and if the claims have been worked or if they are virgin ground.

It was noted by the committee that enforcement of extinguishment of claims is very important. The CDO noted it will come down to ensuring content of agreement is structured properly.

As the operation is above the city's water source and it is in close proximity to the landfill, the committee suggested it be important to get the help needed to fully understand what the environmental impacts might be.

The CDO offered to bring forward the water licence information about what was discussed about downstream water impacts when the project was assessed.

- CW20-03-04** Moved by Councillor Johnson, seconded by Councillor Shore that committee of the whole forwards the Request for Decision RE: Official Community Plan & Zoning Bylaw Amendment #19-152: Vinnie Claims to council with a recommendation to:
Select Option 2 and:
1.1 Forward an Official Community Plan amendment to amend the Vinnie Claims from FP: Future Planning to MU: Mixed Use.
1.2 Forward a Zoning Bylaw Amendment to amend the Vinnie Claims from FP: Future Planning to M1: Industrial. Recommendations 1.1 and 1.2 are subject to the following condition:
2.1 Prior to 3rd reading, the applicant and the City of Dawson enter into a legally binding agreement to relinquish the claims {currently located in a Future Planning zone} after an agreed-upon amount of time.
- CW20-03-05** Moved by Councillor Shore, Seconded by Mayor Potoroka to remove {currently located in a Future Planning zone} from the resolution. Carried 4-0
Main Motion Carried 4-0

- b) Request for Direction RE: Subdivision Application & Zoning Bylaw Amendment Application – 0.76 +/- ha between Lot 19 & 20, Guggieville Industrial Subdivision, 99759 CLSR Spot Land Application

Removed from agenda

- c) Information Report RE: Regional Landfill Agreements

Comments and question raised by the committee included:

- 2.2: Data source for residential population of the periphery estimate - it will be very important to understand the population estimate and data sources.
Population figures seem way off.
How does the agreement account for population growth? It needs to be clear how they are counting the population so that the same methodology can be used in future.
- 4.1.2 How was the number of \$150 / peripheral user arrived at, and what is the rationale? There should be as a principle a fairness and equity about who pays. How are we going to equitably pay for those costs? Not sure that \$150/person covers it? The agreement needs to be fair and cover all waste streams.
How does the agreement account for additional costs for future i.e.: reserves for either final or progressive reclamation, recycling, improvements?
- 4.1.5 Should this be a subclause of 4.1.4.
What about the storage of hazardous waste at the landfill?
- 4.2.3.2 What is current status of setting user fees? Will it happen by March 31st? The A/CAO responded if the user fees are established this year an amendment will need to be brought forward to the *Fees and Charges Bylaw*, and the user fees will not be set by March 31st.

- Will the agreement always be a one-year agreement? The A/CAO noted administration's preference would be for a longer 3 to 5-year term rather than renegotiating every year and guessing what will be available the following year. The committee suggested building in a review schedule if a longer-term agreement is contemplated.
- Page 5 Remove blank page
- Page 6: Status of the tenure and liability agreement in relation to this agreement. The A/CAO explained Administrations across the Yukon have been discussing making sure that all agreements (facility, liability and tenure) are part of the same strategy and they all are part of the same conversation.
- 4.2.4.1 What is considered a sufficient report? Providing this type of report could be labour intensive and city has limited resources. Important to capture all waste streams.
- Other: How does the peripheral users get trash to dump? A lot of these users may be using City bins, and do we want those users driving their trash to landfill? YG should be looking at how their users are using landfill and how trash gets there. Does the agreement take into account education and outreach?

CW20-03-06 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of whole acknowledges receipt of the Information Report RE: Dawson Draft Regional Agreement. Carried 4-0

Agenda Item: Correspondence

- a) St. Paul's Anglican Church RE: Request for Letter of Support

CW20-03-07 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of whole acknowledges receipt of correspondence from St. Paul's Anglican Church and recommends the city provide a letter of support. Carried 4-0

Agenda Item: Adjournment

CW20-03-08 Moved by Mayor Potoroka, seconded by Councillor Ayoub that committee of the whole meeting CW20-03 be adjourned at 8:16 p.m. with the next regular meeting of committee of the whole being February 26, 2020. Carried 4-0

THE MINUTES OF COMMITTEE OF WHOLE MEETING CW20-03 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW20-04-03 AT COMMITTEE OF WHOLE MEETING CW20-04 OF MARCH 04, 2020.

Original signed by:
Wayne Potoroka, Chair

Marta Selassie, A/CAO



Canada Border
Services Agency

Agence des services
frontaliers du Canada

Dear Mayors and Town Councillors:

As the COVID-19 situation deepens, the Canada Border Services Agency (CBSA) continues to work to protect Canadians. The CBSA is working closely with the Public Health Agency of Canada (PHAC) to help prevent the spread of novel coronavirus into Canada and implement and operationalize the measures that the PHAC recommends at all international ports of entry.

All travellers are assessed upon arrival to Canada and are subject to a series of interventions and screening questions about their health. No travellers are permitted into Canada without proper entry screening.

As a result of the COVID-19 pandemic, on March 21, 2020, the United States and Canada restricted all non-essential travel across their shared borders. As a result of these measures, and other border measures established earlier this year, we are seeing an overall decline of travellers of 79% by land, sea, and air. This is a 94% decrease compared with this same period last year.

Members of your communities can be assured that CBSA officers are:

- informing all travellers arriving in Canada, with the exception of essential services workers, of the mandatory requirement to self-isolate for 14 days to prevent the spread of COVID-19;
- vigilantly applying their training to identify travellers who may pose a health or safety risk; and
- referring any traveller presenting symptoms consistent with COVID-19 to a PHAC officer.

In addition to ensuring that all travellers coming into Canada are screened, the CBSA has also put in place additional signage throughout our ports of entry, enhanced COVID-19 training to our front-line officers, and is providing documentation to travellers on the symptoms and measures to take in response to COVID-19.

All travellers, including those travelling for essential purposes, are specifically asked, “Do you currently have a cough, difficulty breathing, or feel you have a fever?” In addition, CBSA officers are posted at different locations at arrivals so that they can interact with travellers to observe visible signs of illness. They will refer any traveller whom they suspect of being ill to PHAC officers, regardless of how the traveller responds to the health-screening question.

CBSA officers are members of the communities they serve and know that Canadians are counting on them to limit the spread of COVID-19 while facilitating trade and essential travel.

For a complete list of the measures the CBSA has in place, please consult *COVID-19: Travel Advice* at www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-

[infection/latest-travel-health-advice.html](https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html). Should you or any of your residents have any questions for the CBSA, please contact the Border Information Service (BIS) at 1-800-461-9999. Further information on the BIS is available at www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html.

Please find enclosed a list of Regional Directors General from the CBSA whom you may wish to contact should you have any concerns or questions.

At the same time, our Regional Directors General will be proactively reaching out to your municipalities, some of which they are already engaged with.

We are proud to be working together to keep Canadians safe.

Sincerely,

A handwritten signature in blue ink, appearing to read 'JOSSOWSKI', enclosed in a rectangular box.

John Ossowski
President

Enclosure

c.c.: Ms. Johanne Charest, Regional Director General
Canada Border Services Agency

Ms. Annie Beauséjour, Regional Director General
Canada Border Services Agency

Mr. Shawn Hoag, Regional Director General
Canada Border Services Agency

Ms. Lisa Janes, Regional Director General
Canada Border Services Agency

Ms. Christine Durocher, Regional Director General
Canada Border Services Agency

Mr. Brad Wozny, Regional Director General
Canada Border Services Agency

Ms. Nina Patel, Regional Director General
Canada Border Services Agency

Regional CBSA contacts

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Canada 