

CITY OF DAWSON
AGENDA-COMMITTEE OF THE WHOLE MEETING #CW25-03

DATE: Tuesday March 4, 2025

TIME: 7:00 PM

LOCATION: City of Dawson Council Chambers

Join Zoom Meeting

<https://us02web.zoom.us/j/88907861066?pwd=VppMy1WmX9EpyRbLmbtMayQxBb0cCj.1>

Meeting ID: **889 0786 1066**

Passcode: **864133**

1. CALL TO ORDER

2. ACCEPTANCE OF ADDENDUM & ADOPTION OF AGENDA

1. Committee of the Whole Meeting CW25-03

DELEGATIONS, GUEST PRESENTATIONS, PUBLIC QUESTIONS & COMMENTS *[Delegation by pre-notice, Guest Presentation by Invitation, Public Q & Comment 2 min ea. with max limit at discretion of Chair (testing...)]*

3. CORRESPONDENCE

1. Tanya Westland-Healthy Families Healthy Babies RE: Potential Closure of Essential Service in Dawson City
2. Glenda Bolt RE Carey Development Permit
3. Minister Mostyn RE: Comprehensive Municipal Grant
4. William Kendrick RE Biomass Heating

4. MINUTES

1. Committee of the Whole Minutes CW25-02 of February 4, 2025

5. SPECIAL MEETING, COMMITTEE, & DEPARTMENT REPORTS

1. CAO Report on Activities
2. Sale of a City-Owned Lot to Klondike Development Organization

6. BYLAWS & POLICIES

1. Solid Waste Management Cost Recovery Policy #2025-XX

7. NEW BUSINESS FROM Members of Council *[Motions from members of council, Notice of Motion on Substantive issues (testing...)]*

1. Motion to Schedule March 11th, 2025 as a Budget Meeting of Council

PUBLIC QUESTIONS

8. CLOSED MEETING-Section 213(3)(e) and Section 213(3)(c) of Municipal Act

9. ADJOURNMENT



City of Dawson

Report to Council

Agenda Item	Correspondence
Prepared By	David Henderson CAO
Meeting Date	March 4 th , 2025
References (Bylaws, Policy, Leg.)	
Attachments	

	Council Decision
	Council Direction
x	Council Information
	Closed Meeting

Recommendation

1. Tanja Westland – Healthy Families Healthy Babies program –
 - a. recommend providing letter of support for program -
2. Glenda Bolt – Carey Development Permit –
 - a. Development Permit has been approved with conditions
 - b. no recommendation at this time.
3. Minister Mostyn – Comprehensive Municipal Grant - CMG –
 - a. Updated Grant figures will be included in next iteration of Budget Figures
4. William Kendrick - Biomass Heating -
 - a. City has been advised by Biomass project team that there is no financial operating advantage in connecting Admin building after new propane boilers have been installed.
 - b. PW Building have not had updated boilers installed and are still under review for connection to Biomass system
 - c. No recommendation at this time

Next Steps

1. Correspondence is on the agenda for information purposes and is generally accepted for information purposes by resolution to be formally noted.
2. Should Council members have questions about a particular piece of correspondence they may wish to ask a question when considering a motion to accept for information purposes.
3. Should Council members want a specific action to be taken regarding a particular piece of Correspondence they may wish to propose a motion/resolution under “New Business from members of council” . If such a motion is substantive or significant the member may wish to pose it as a “Notice of Motion” to be dealt with at a future meeting, enabling time to prepare, promote, consider, etc..

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Feb. 27, 2025

From: [Finance Administration](#)
To: [CAO Dawson](#); [Municipal Clerk](#)
Subject: FW: Potential closure of essential service in Dawson City
Date: January 9, 2025 1:43:04 PM

From: Tanja Westland <cpnpdawson@northwestel.net>
Sent: Thursday, January 9, 2025 1:34 PM
To: info <info@cityofdawson.ca>
Subject: Potential closure of essential service in Dawson City

Drin Hozo/Hello/Bonjour,

As the Program Coordinator for Healthy Families Healthy Babies, sister program to the Women's Shelter and overseen by the Dawson Shelter Society, I am reaching out to the Council to inform you of the possible closure of Healthy Families, Healthy Babies. For 30 years we have been able to offer a variety of services to the community of Dawson for families who are pregnant and with children up to 5 years of age as a Canada Prenatal Nutrition Program (CPNP). We only receive funding for families up to 2 years of age but we have recognized the lack of other resources for young children before they enter the school system, including available childcare spaces, professional staff retention due to childcare availability, year round access to indoor locations for families and mental and financial struggles during the vulnerable stage of early parenthood. It is for this reason that, while we prioritize families 0-2, we also stretch our funds to support families with children 2-5 years old as best we can, mostly through access to our drop-in center, free childcare twice a week and on-going food, grocery voucher and other supply distribution strategies for high-risk families. Our services have always been funding dependent and we have aimed to prioritize our support based on the needs of the community and our participating families. Below is what we currently offer:

Hours of Operation:

Monday, Thursday, Friday	10am-5pm
Tuesday	10am-7pm
Wednesdays	by appointment only

Free Services: (subject to availability and assessed needs of participants)

- In-home support for 2 hours a week for first year of infancy
- Grocery vouchers
- Freezer meals
- Wild meat distribution (from Blackstone Outfitters, Conservation Officers, local hunters)
- Baby related equipment and supply lending library

- Taxi service (when available)
- Laundry, shower/bath, water fill up
- WIFI and other administrative needs (scanning/printing/computer access)
- Food processing equipment
- Diapers, wipes
- Ovulation/pregnancy tests
- Multivitamin/Vitamin D drops
- Breastfeeding support
- Parenting support/education
- Nutritional education
- Daily programming
- Childcare 4 hours a week at YOOP
- Luncheons, dinners
- On-the-land excursions
- Cultural programming
- Advocacy
- Outdoor play space/Garden boxes
- Referrals to other programs/supports
- Counselling/mental health connections
- Inter-agency collaboration/community events

IMPORTANT TO NOTE

We currently serve an average of 50 registered client/families per year with an average of 12 families visiting each day of operation. We are busier in the winter months as there are no other indoor locations for these families to visit, other than the library, rink and restaurants.

Most of our families have NO extended family in the territory and are therefore raising their children alone, with minimal supports. We are seeing an increase in those who qualify as struggling in a variety of ways and we anticipate increased use of our food and supplies related supports as our remote community continues to grow.

The YOOP (Yukon Order of Pioneers) has given us the ability to offer a large enough space for families to visit daily (through subsidized rent) where families can have access to food, supplies, running water, parent education and personal connections. Our central location has become a haven for families coming into town for errands as well as an available venue for related programs/service providers.

After 30 years of static funding, our main funder-The Public Health Agency of Canada (PHAC), is not only refusing to increase 1995 funding for Yukon's 8 CPNP projects, but it is also requiring that all equisting CPNP programs complete an onerous reapplication process with the likelihood of some programs closing due to redundancy/inefficiency in expenditures and service delivery. PHAC requires written confirmed support from all community related agencies/organizations and requests written confirmation of all collaborating

opportunities, past/present and future.

I am hoping that Council can write a letter in support of our long-standing and essential program, illustrating our unique services for families in the community and the crucial support we will hopefully continue to provide in the decades to come.

I am happy to discuss this further with the Council if there is more information that could support the Council in advocating for our continued involvement in the community.

Please contact me either through email, phone or in person! Hoping to hear from you soon,

Hqzq t k' n cha,
Take good care of each other,

Tanja Westland

Program Coordinator

Healthy Families Healthy Babies: Dawson

Tr'ond k Hw ch'in Territory

www.dawsonhealthyfamilies.ca

867-993-5149

February 15, 2025

Glenda Bolt
#30 Mary McLeod Rd.
Dawson, YT

Re: D. Carey development permit

To Mayor and Council of the City of Dawson.
cc CAO City of Dawson
cc Development Officer City of Dawson

To Mayor and Council,

It has come to my understanding that Yukon government has once again issued a water licence to Daryl Carey to mine on the Dome and you will be asked to agree to a development permit. I ask you not to do this and if you have to find a way to remind and consult with the community-again.

For over two decades I have been asking both YG and the City to remove this menace operation from our community and discontinue the practice of allowing mining within the municipality. It is very disheartening to see that we appear to be right back where we started with no movement forward by YG, and the responsibility being placed once again on the shoulders of the City of Dawson.

The Mayor will remember, but the new Council members may know little about the dozens of people who have written to Council and YG, attended meetings, spoken to the media and Yukon politicians, and held protests outside meetings over the years. I have been speaking with some of the Dawson citizens who have written countless times to YG and the City regarding their concerns of mining on the Dome and to ask for the removal of the mine from the city limits. We are all saying the same thing... why are we still writing letters and protesting Daryl Carey and mining on the Dome? Our views and opinions have not changed, nor will they, but we do grow tired.

Some points and experiences from the past to consider:

- The Dome is a country residential area, not an industrial area. We live, work, enjoy recreation, and travel on this mountain. This is no place for an active mine. Dome residents have spent their life savings to purchase and maintain their homes, and unlike Carey, are Dawson residents and community members.
- The Moose Mountain Cross Country ski and multi-use trails are a community health and wellness asset- no different than the arena, pool or gym. They should be fully protected and supported by the City of Dawson.
- The City of Dawson does not have the capacity to patrol this mining operation for infractions, nor should we invest our financial resources to ensure someone who is the sole beneficiary, doesn't break the rules in our community. It has fallen on residents to "police" and be vigilant

that the permits are being respected. This is a terrible thing to place upon a resident. I respectfully remind the Mayor, then a City Councillor, of the times he was called to witness these infractions first hand and get the by law officer involved (usually on long weekends when no one is seeming looking).

- Daryl Carey has a proven track record of disregard for the conditions on YG and City permits and little regard for public safety. An example is the undercutting of the Dome Rd. putting the road and the people travelling on it in jeopardy. This landed the City and Carey in court, wasting tax payers money, and City of Dawson staff's valuable and limited time. He has a history of broken promises and disregard for the community. I
- Although YG seems to have abandoned Dawson, the City of Dawson is not alone. Mining within Whitehorse boundaries was recently challenged and stopped. You can stand up to mining with in the municipality.
- The Carey operation will most certainly destroy the ski trails and de-stabilize the hillsides under the trails. The old adage of "ask for forgiveness later" is the approach demonstrated by this operation. I will add that it was not the City or YG that noticed they were undercutting a road or operating outside of their permit... it was residents. The City does not have the capacity to properly monitor this industrial practice, within the town boundary, 7 days a week. YG has proven track record that they will not monitor unless there is a complaint. I have been told time and time again that both the City and YG are complaint driven, and they can or will not monitor the operation. This has led to issues and should be discontinued. Residents don't issue the permits, the respective governments does, and so should be fully responsible.
- Carey has already requested changes to hours of operation. This demonstrates that he still does not consider residents or community values. This should not be allowed. Hours of operation should consider the right of residents enjoyment their property and the peaceful enjoyment of those on the trails, not his ability to make as much money as possible. It is a value to be free of noise and dust, and trucks and equipment traffic on the roads. I lost decades of not being able to fully enjoy my property- not being able to keep my windows open due to the rock against metal, diesel equipment noise and endless beeping during the operation at Slinky mine. No barbecues or social activity, gardening or enjoyment of my property from 8am to 8pm, seven days a week for almost two decades. Limited hours of operation should be the norm if operating newer residential areas. If this is not suitable economically for mining or Mr. Carey, then he should mine somewhere outside the town limits where he will bother no one.
- Carey has also already requested changes of how close he can get to the Moose Mountain trails. These trails support ski/ hiking/ dog walking/ bike riding for Dawson residents and tourists. KATTS volunteer group has clocked over 2,000 users (trail counter) a few years back and it has seen tremendous growth. I feel the 50 meters that was proposed was not acceptable, then alone his new proposal of 30 meters. With the Carey operation track record, it seems likely that he will exceed those boundaries no matter what he is allowed on paper, as we have seen before. Also note he has stated publicly that he wishes to mine those recreation trails.

- Road use and safety. The Dome Road is no different from the Klondike highway out by Rock Creek. Residents are seeing the hillside beginning to sluff, more intense water run off caused by deluge rainfalls and increased traffic due to more housing and tourism to the mountain top. Industry will only create more damage due to over use of heavy equipment and they are not thinking of other road users, only of their operation.
- As I have shared over the years, mining and even housing development is blocking a corridor to the Klondike River for animals circumnavigating the Dome region. This was taught to me by community Elders and Maria Ledergerber, a respected community naturalist. This is access to their drinking water and “cooling locations”. Many Dome residents can attest to the bears, fox, lynx and other animals trying to make their way through this exact area. More mining on that section of land is removing the last safe habitat and safe river access. This is hard on them, but also puts pressure on residents with more animals are constantly on their property leaving both humans and creatures cornered. As the trees are removed, so are the nests and birds coming into this area. We are tampering with an already teetering echo system by allowing this land to be mined away.
- If you look at the maps, look to see the close proximity of the Klondike rive, bridge and area. I do not feel confident in this changing climate to allow mining here.
- With regards to personal safety and community care, may I remind the City of the last time Carey actively mined in my neighbourhood, that my truck tires were slashed, his staff trespassed and dug a giant hole in my property, drove through my yard as an act of intimidation and he and his staff actively tried to influence my employer to fire me on more than one occasion. This is what you get for speaking out against mining on the Dome. All of this is on file at the RCMP detachment.

Thank you - mahsi cho for reading my concerns and issues from the past. I do not wish to re-live them. I hope that you will listen to the delegation fro KATTS and other community members.

I encourage you not issue a City of Dawson development permit and to take the Yukon government to task for placing us in this situation once again,

Sincerely,
Hozhi k'anacha,

Glenda Bolt



February 19, 2025

Lauren Hanchar, President
Association of Yukon Communities
140-2237 2nd Avenue
Whitehorse, Yukon Y1A 0K7
hanchar@watsonlake.ca

VIA Email

RE: Comprehensive Municipal Grant (CMG)

Dear President Hanchar,

In early 2020, the Government of Yukon and the Association of Yukon Communities (AYC) partnered to recommend enhancements to the Comprehensive Municipal Grant (CMG). This work culminated in the establishment of the Task Force in 2024 and their subsequent recommendations to enhance the CMG. Their work is now complete.

The Government of Yukon is committed to supporting municipalities and has accepted several of the task force's recommendations for enhancing municipal funding. This decision carefully considers the principles of adequacy, certainty, and equity, with a focus on maximizing sustainable municipal funding while balancing fiscal responsibilities.

As a result of these updates, an additional \$3.41 million will be added to the grant in 2025, bringing the total for the eight municipalities to a level 20% higher than in 2024. This marks the largest single increase since the grant's creation in 1991. The updates will take effect on April 1, 2025, with \$29.5 million being transferred to municipalities.

The following changes to the CMG will take effect on the next CMG payments as of April 1, 2025.

Increase to Asset Maintenance Rate

The Asset Maintenance Amount formula factor is intended to provide municipalities with funding to offset the costs of operating and maintaining infrastructure assets. To help municipalities contend with these rising costs, the Asset Maintenance Rate will be increased from 0.30% to 0.50%, in alignment with the task force's recommendation.

Update to 2024 Transitional Amount

The task force recommended an update to the transitional amount, as it provides critical financial security for municipalities. In response to the recommendation, each municipality's 2024 CMG payment will become their new transitional amount. The transitional amount will also now be made permanent.

Update to the Supplementary Grant

The task force recommended that any future supplementary Operations & Maintenance (O&M) grants to municipalities be set out in a schedule to the CMG regulation. Supplemental grants may provide municipalities with targeted short-term funding. The amended *Comprehensive Municipal Grant* regulation will include this requirement.

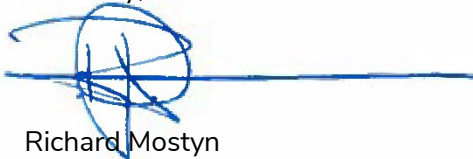
We are happy to invest in municipalities and hope the increase in CMG funding will better support municipalities as they continue providing local decision-making and service delivery to Yukoners. Staff from Community Affairs will be in touch with each municipality to provide the CMG calculators with specific funding amounts.

In addition to the approved enhancements to the CMG, I am pleased to share that we have also allocated an additional \$88,000 annually, starting April 1, 2025, for the Association of Yukon Communities' Community Training Trust Society funding. We heard how important this funding is for supporting enhanced training opportunities for communities across Yukon and have funded it permanently. Community Affairs will work with AYC to disburse the Community Training Trust Society funding.

The enhancements to the CMG are made possible through the strong and cooperative working relationship between the Government of Yukon and the Association of Yukon Communities, as guided by the 2022 Partnership Agreement.

I would like to thank the members of the CMG Enhancement Task Force. The group dedicated a significant amount of time and developed valuable recommendations and rationale to support changes to the CMG. These efforts will contribute to the continued success and sustainability of Yukon's municipalities.

Sincerely,



Richard Mostyn
Minister of Community Services

- c. Mayor Lachance; Mayor Johnson
Mayor Bowers; Mayor Strand
Mayor Ellis; Mayor Curran
Mayor Hanchar; Mayor Cameron

February 24, 2025

To Dawson City Council

Sent via Email To: stephen.johnson@cityofdawson.ca, justine.hobbs@cityofdawson.ca, cud.eastbound@cityofdawson.ca, darwyn.lynn@cityofdawson.ca

CC: mc@cityofdawson.ca, cao@cityofdawson.ca

Dear Dawson City Mayor and Council,

RE: Biomass Heating Feasibility Work and the City's Administration Building

In a City of Dawson Planning and Development Update report presented to Dawson City Council during the Committee of the Whole Meeting on February 4th, 2025 (CW25-02) the current state of a "TH/City Joint Biomass Project" was shared, noting that there "is a potential for [the] Public Works shop to be connected to the system for heat." The "Administration Building" is not mentioned in that report, so I am writing today concerned that the City of Dawson may not be fully participating in the district biomass heating system feasibility work.

The report's notation to only include the "potential for the Public Works shop" does not reflect both past and recent Council resolutions. It has been the explicit direction of City Council for many years to include all City North End facilities in the biomass feasibility project. In fact, the purchase of a propane heating system for the administration building was contingent on continuing the feasibility work on biomass heating for both the administration and public works facilities.

Resolutions on this subject have been duly passed at both Council and Committee of the Whole meetings, and I will review this history below:

As recently as February 6, 2024, the following resolution was passed:

CW-24-01-12 - Biomass Heating

That the Committee of the Whole direct administration with regards to pursuing work with the Tr'ondëk Hwëch'in Government and the Tr'ondëk Hwëch'in Community Development Corporation to include City of Dawson buildings in their plans for a biomass district heating plant.

A report was included at the meeting in which the above resolution was passed, and I have attached it here for your convenience. (Attachment A - Pages from CW24-01 Package_Re. Administration and PW Biomass Heat.pdf)

At **Council Meeting C22-21**, on October 5th, 2022, in response to a Request for Direction, a resolution directing administration to pursue BOTH a propane and biomass heating system for the Administration Building was passed:

C22-21-04 - Admin and Public Works Building Heat Fuel

That Council direct Administration to pursue a propane/heat pump system and continue to investigate the feasibility of a biomass system for the administration and public works buildings.

The Staff report is attached here for your convenience. (Attachment B - Pages from C22-21 Package_Re: Administration Building Heating Fuel Options.pdf)

The above RFD was a direct follow up to a resolution passed at **Committee of the Whole Meeting CW22-12**, on September 14th, 2022, with Administration asking Council to confirm or reject that committee's resolution. The original committee resolution read as follows:

CW22-12-03 - Request for Direction: Administration Building Heating Fuel Options That Committee of the Whole forward to Council to direct administration to pursue a propane/heat pump system and continue to investigate the feasibility of a biomass system for the administration and public works buildings.

The above resolution was confirmed at Council Meeting C22-21, as noted already above. The accompanying report from CW22-12 is attached here for your convenience. (Attachment C - Pages from CW22-12 PackageRFS_ Re. Admin Building Heat Fuel Options.pdf)

To summarize: the Administration Building is explicitly included in the direction for this feasibility work, along with the Public Works building.

At **Council Meeting C22-13** of June 1st, 2022, two lengthy reports were included for Council. In the staff report (dated May 16, 2022), it is noted by former City of Dawson PW Project Manager Brodie Klemm that "Significant research and planning with multiple consultants and funders from the Energy Branch concluded that this combination of options would lead to the highest operational efficiencies and greatest reduction in GHG emissions."

The above staff report and a commissioned energy report on the Admin building are attached to this letter for your convenience. (Attachment D - Pages from C22-13_Re. Propane Boiler and Heat Pump Upgrade Admin.pdf)

Just in case I need to point out the obvious, no one - nobody - knows what the price of propane fuel will be in 10 or 20 years. There is no way for the City to be sure about the future costs of just using a propane system, and how it would compare to biomass. There are other potential benefits of a biomass heating system, including local employment. The point of this letter is not to dive into all the pros and cons of biomass heating and whether or not to adopt it, but to simply bring to your attention that the direction of Council was that the City must first pursue it.

The resolutions and direction from Council even go as far back as the City Council of 2018-2021. During that term, significant research was done using Climate Change Adaptation funding, and numerous recommendations were assessed by staff and Council, with a suite of resolutions passed at **Council Meeting C21-15** on July 13, 2021. One of those resolutions involved switching to a propane/heat pump system, and another one directed administration to pursue a district biomass heating system for City facilities and buildings in the North End:

C21-15-04
That Council direct administration to engage with Chief Isaac in regards to pursuing a feasibility study on district biomass heating system for our respective facilities and other buildings in the North End.

(Note: Chief Isaac Inc. at the time was spearheading the district biomass system feasibility work. Now that work is being done by the Tr'ondëk Hwëch'in Community Development Corporation.)

I have attached the staff report 3-pager from the 2021 Council Meeting noted above, for your convenience, as well as the enclosed report entitled "City of Dawson Administration Building - Recommissioning and Engineering Assessment Report," from Future Proof My Building Consulting. (Attachment E - Pages from C21-15 PackageRFS_Re. Climate Change - Adaptation Planning.pdf)

In the “Executive Summary” section of that attachment you will note that the top recommendations include:

- Install a biomass system to heat the Admin Building, Public Works Building and potentially Chief Isaac properties
- Upgrade boilers (optimally to propane) while funding is available

Conclusion

In summary, I suggest there is no reality in which the current direction of Council can be misinterpreted: the City is supposed to continue working on the feasibility of a biomass district heating system for both the Public Works and Administration buildings. Again, the adoption of the propane boiler system in the Administration building was itself approved contingent on continuing the feasibility work for biomass. I have not found any resolutions of Council that have changed this reality, be it from the 2018-2021 City Council, the 2021-2024 City Council, or the present City Council. All of the resolutions noted in this letter have never been overturned or changed, only re-confirmed.

I suggest that most citizens of town, including myself, are interested in economic and environmental sustainability. A great deal of effort from staff and Council members have gone into moving our town towards such sustainability, however slow that progress may be or seem to be. The City of Dawson has also received considerable funding from various government sources to adapt to a changing climate and ensure our operations are resilient and affordable into the future.

I look forward to hearing more about the work that the City of Dawson and the Tr'ondëk Hwëch'in Community Development Corporation will be doing to bring our heating systems up to a sustainable and resilient standard worthy of this great town.

Sincerely,

William (Bill) Kendrick
Dawson City Citizen

Attachments:

- Attachment A - Pages from CW24-01 Package_Re. Administration and PW Biomass Heat.pdf
- Attachment B - Pages from C22-21 Package_Re: Admin Building Heating Fuel Options.pdf
- Attachment C - Pages from CW22-12 Package_Re. Admin Building Heat Fuel Options.pdf
- Attachment D - Pages from C22-13_Re. Propane Boiler and Heat Pump Upgrade Admin.pdf
- Attachment E - Pages from C21-15 Package_Re. Climate Change-Adaptation Planning.pdf

MINUTES OF COMMITTEE OF THE WHOLE MEETING CW25-02 of the Council of the City of Dawson held on Tuesday, February 4, 2025 at 7:00 p.m. via City of Dawson Council Chambers

PRESENT:

Councillor Hobbs
Councillor Eastbound
Councillor Lynn
Councillor Graf

REGRETS:

Mayor Johnson

ALSO PRESENT:

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

1 CALL TO ORDER

The Chair, Councillor Lynn called Committee of the Whole meeting CW25-02 to order at 7:03 p.m..

CW25-02-01 2 ADOPTION OF AGENDA
Moved By: Councillor Eastbound
Seconded By: Councillor Graf

That the agenda for Committee of the Whole Meeting CW25-02 of February 4, 2025 be accepted as presented.

CARRIED UNANIMOUSLY

CW25-02-02 3 CORRESPONDENCE
Moved By: Councillor Eastbound
Seconded By: Councillor Graf

That Committee of the Whole acknowledge receipt of the following correspondence: 1. RCMP Monthly Policing Reports-November and December, for informational purposes.

CARRIED UNANIMOUSLY

4 DELEGATIONS & GUESTS

4.1 GUEST PRESENTATION: Dawson Recreation Centre - Project Update

Peter Menzies and Paul Robitaille gave a quick update on where the New Rec Centre Planning Project is at in the process.

4.2 GUEST PRESENTATION: Yukon Government Land Development Branch-Projects Update

Ben Campbell from Yukon Government Land Development Branch gave an update on the various land development projects in Dawson.

5 MINUTES

- CW25-02-03** **5.1 Committee of the Whole Minutes CW25-01 of January 7, 2025**
Moved By: Councillor Eastbound
Seconded By: Councillor Graf
- That the minutes of Committee of the Whole Meeting CW25-01 of January 7, 2025 be approved as presented.
- CARRIED UNANIMOUSLY
-

6 ACCOUNTS PAYABLES & FINANCIAL REPORTS

- CW25-02-04** **6.1 Budget Variance Report January – December 2024**
Moved By: Councillor Eastbound
Seconded By: Councillor Hobbs
- That Committee of the Whole receive the Budget Variance Report for January to December, 2024, for informational purposes.
- CARRIED UNANIMOUSLY
-

- CW25-02-05** **6.2 Accounts Payable Lists #24-22 - #24-26, Cheque #53930 to #61616 & EFTs**
Moved By: Councillor Graf
Seconded By: Councillor Lynn
- That Committee of the Whole receive the Accounts Payables #24-22 to #24-26, Cheques #53930 to #61616 and EFT's, provided for informational purposes.
- CARRIED UNANIMOUSLY
-

- CW25-02-06** **6.3 Visa Expense Lists October – December 2024**
Moved By: Councillor Hobbs
Seconded By: Councillor Graf
- That Committee of the Whole receive the Visa Expense Lists for October to December 2024, for informational purposes.
- CARRIED UNANIMOUSLY
-

7 SPECIAL MEETING, COMMITTEE, & DEPARTMENTAL REPORTS

- CW25-02-07** **7.1 Dawson City Music Festival Memorandum of Understanding (MOU)**
Moved By: Councillor Eastbound
Seconded By: Councillor Hobbs
- That Committee of the Whole forward the Memorandum of Understanding between Dawson City Music Festival and City of Dawson to Council for approval.
- CARRIED UNANIMOUSLY
-

- CW25-02-08** **7.2 Department Update: Planning Department**
Moved By: Councillor Graf
Seconded By: Councillor Hobbs
- That Committee of the Whole receive the Department Update: Planning Department Report, for informational purposes.
- CARRIED UNANIMOUSLY
-

CW25-02-09	7.3	Department Update: Finance Department Moved By: Councillor Eastbound Seconded By: Councillor Lynn	<p>That Committee of the Whole receive the Department Update: Finance Department Report, for informational purposes.</p> <p>CARRIED UNANIMOUSLY</p>
8		BYLAWS & POLICIES	
CW25-02-10	8.1	Sale of Municipal Land Policy #2024-01 Moved By: Councillor Graf Seconded By: Councillor Hobbs	<p>That Committee of the Whole review the draft Sale of Municipal Lands Policy (#2025-01) and forward it to Council for adoption.</p> <p>CARRIED UNANIMOUSLY</p>
9		CLOSED MEETING-Section 213(3)(e)	
CW25-02-11	9.1	Extend Meeting Moved By: Councillor Eastbound Seconded By: Councillor Graf	<p>That Committee of the Whole meeting CW25-02 be extended not to exceed one hour.</p> <p>CARRIED UNANIMOUSLY</p>
CW25-02-12	9.2	Move into Closed Session of Committee of the Whole Moved By: Councillor Lynn Seconded By: Councillor Graf	<p>That Committee of the Whole move into a closed session of Committee of the Whole for the purposes of discussing a land related matter.</p> <p>CARRIED UNANIMOUSLY</p>
CW25-02-13	9.3	Revert to Open Session of Committee of the Whole Moved By: Councillor Eastbound Seconded By: Councillor Hobbs	<p>That Committee of the Whole revert to an open session of Committee of the Whole to proceed with the agenda.</p> <p>CARRIED UNANIMOUSLY</p>
CW25-02-14	9.4	In Camera Resolution Moved By: Councillor Graf Seconded By: Councillor Hobbs	<p>That Committee of the Whole authorize cooperative procurement for surveying roads in Dawson Historic Townsite using a Request for Proposal (RFP) process.</p> <p>CARRIED UNANIMOUSLY</p>

CW25-02-15 **10** **ADJOURNMENT**
Moved By: Councillor Eastbound
Seconded By: Councillor Graf

That Committee of the Whole Meeting CW25-02 be adjourned at 10:20 p.m. with the next regular meeting of Committee of the Whole being March 4, 2025.
CARRIED UNANIMOUSLY

THE MINUTES OF COMMITTEE OF THE WHOLE MEETING CW25-02 WERE APPROVED BY COMMITTEE OF THE WHOLE RESOLUTION #CW25-03-XX AT COMMITTEE OF THE WHOLE MEETING CW25-03 OF MARCH 4, 2025.

Darwyn Lynn, Chair

Paul Robitaille, A/CAO

City of Dawson CAO Report on Activities

DEPARTMENT: CAO

No	Task / Objective	Description	Current Status	Next Steps	Deadlines / Dates / Milestones
1	Property Enforcement	Municipality is involved with various property enforcement issues requiring review, consultation	In process	To be determined	na
2	Road Survey Issue (Planning)	City of Dawson requires survey solution of roads, ongoing discussions around potential solution through planning utilizing HAF funds over a number of years	In process -	RFP for proposed solutions	
3	New Rec Centre - Water License	Water Licence application has now been filed , requiring follow up discussions and tracking	Licence filed by project team	Follow up with contacts and team discussion	4 mth avg time
4	New Rec Centre – TH Consultation	Meetings planned with TH reps for consultation on on planned facility and additional input	scheduled	Meeting to discuss	1 st week of march
5	New Rec Centre - Operating Budget Pro Forma	Project lead, Finance, CAO reviewing and developing pro forma operating and maintenance figures for new facility for council consideration	In process		
6	New Rec Centre – Construction contract	Project team is working towards the next major decision point – The transition point from progressive design to a Construction contract	In process	Completion of design phase / project estimates / decision on contractor for construction	March - May
7	KDO Housing Development	City is partnering with KDO for development of rental units . Project has run into some challenges with targeted property	In process	Report to committee and discussion of options	
8	Water Meter Project	Meters are installed, Finance staff working on software connections and operations, active monitoring of volume planned for April,	In process	Active water volume reporting, pricing model development and evaluations	April – Volume usage Jan 2026 - Billing
9	CBC Building	Restoration of Historic Building – Phase two in process	In process	Construction manager being sought, interior & Exterior steps	Summer 2025 (2-3 years remaining)
10	HR Complaint investigation	HR Process	In process	ongoing	

11	HR Complaint Investigation	HR Process	In process	ongoing	
12	Code of Conduct	Code of Conduct was identified by council and staff in previous term as in need of updating	Not started		
13	Procedures Bylaw	Procedures Bylaw was identified to be reviewed within 6 months of the start of the Councils term	Staff have started process in previous term	Process will be defined and recommended to council	June /July 2025 to start process based on effective start of term delayed
14	Municipal Webpage reset (Clerk)	Web Page provider is upgrading their platform requiring the city to update our website	Clerks office working with Supplier	Ongoing process	
15	Catalis / Escribe Changeover (Clerk)	City is changing over to ESCRIBE software for meeting management	Staff training underway	Clerks' office working with provider	Changeover date not established yet
16	Document Management – (Clerk)	City establishing an industrial Shredder at the diversion centre along with ongoing efforts to classify / reduce /eliminate boxed files at city Hall	In process	Electrical upgrade and installation/operation of Shredder	Summer 2025
17	2025 Budget (Finance)	2025 Operating / Capital budget	In process	Budget meeting March 11 Third & Final Reading of Budgets/Tax rate / Fees required by April 15	March 11 April 15
18	2024 Year End (Finance)	City works with the Auditors to prepare / review / share year-end financial information – address questions, make changes and adjustments as appropriate to satisfy auditors	In process	Finance is working with Auditors – will determine when financials will be available for review by Council	March 31 st
19	Gas Tax	CCBF funding program has been changed and secured for an additional 10 Years – the City is working with YG staff to receive payment for projects either completed or materially completed and fulfill new reporting requirements	ongoing	Further follow up and summary of fund status	
20	Wastewater Treatment – Financial Agreement	YG will be providing CoD with an updated financial agreement for the operation of the wastewater treatment plant	Expected to be received in next few weeks	Staff will review, clarify where necessary, and discuss with council	
21	Bylaw - Follow up on Dog Issue	Significant Dog contravention of bylaws/agreement which has been elevated	pending	CAO to review and determine next steps	

		to CAO for review			
22	Cable Tv - RFP	Council determined that CABLE operation would remain in place with staff taking a number of steps including clarification of Line transfer costs	System operating	RFP to be issued for line transfer cost , alternatively competitive quotes for line transfer process	Yukon energy has not yet defined a time for dead pole removal
23	AYC / CAMA / FCM conference	AYC conference is the end of April in Haines Junction, CAMA / FCM is the end of May in Ottawa	Planning for registration/travel/accommodation happening	Registration for FCM - not yet opened.	
24	AYC	Quarterly meetings of the Board on Saturdays with CAO's meeting on the Friday and attending the Saturday meeting	Ongoing	Preparation for March 7 board meeting	
25	Emergency Planning – documentation	Emergency Management Plan to be updated	ongoing	CAO, working with the Emergency Co-Ordinator and the Emergency Control group to Update plan	First week of March
26	Emergency Planning – Control Group Tabletop	Emergency Control Group is the primary organizational group of Emergency Response agencies that deal with emergencies within the municipality and area	The Emergency Control group, in cooperation with Yukon Emergency management stages annual “tabletop “ exercises to walk through a possible emergency situation	A planned Control Group tabletop Flood Response is p[planned for March	2 nd week of march – plan in place Late march to happen
27	Emergency Planning - Elected Officials – TH & CoD Tabletop	See above	TH has asked for a “Tabletop “ exercise focussed on Elected officials identifying what they should expect in an emergency	Discussing with Emergency Coordinator	Subject to review with co-ordinator
28	Emergency Planning – ICS Training	ICS – Incident Command System - - is the system utilized by emergency responders to deal with emergency situations – 7 members of the Dawson Control Group will be participating in ICS Training in late March for 2 days	Wildland fire is preparing and running the course and will identify exact dates shortly	Attend / participate	
29	Solid Waste - EPR	Extended Producer Responsibility for recyclable material	City is working with YG and EPR representatives to document current residential recycling costs and secure related funding	Documentation of services, costs , volumes currently underway	
30	Diversion Centre - Buildout	Diversion Centre has a number of elements being upgraded or completed	Industrial Baler/ Shredder / Heat pump / solar panels / glass crusher being acquired / installed	Working with trade suppliers	
31	Solid Waste MGT – Tipping Fees	Construction / demolition / Industrial	RFD and related Draft Policy under	Cat committee March 4th	

			discussion wih council		
32	Solid Waste Mgt. – Regional Agreement	Landfill survey and Title	YG is surveying landfill site and doing work to raise title as a requirement to preparing a lease for the City	Further discussions at AYC level on Leases / Retirement cost Agreements	Regional agreements likely in 2026
33	Solid Waste Mgt. – Regional Agreement	Weigh Scales & infrastructure	YG engineering contractors meeting with City Staff to review options. \$600,000 remains available	Meetings with Engineering consultant, City Staff, YG staff	Regional agreements likely in 2026
34	Solid Waste Mgt. – Regional Agreement	Residential Waste Agreement discussions	YG continuing discussions with AYC and individual municipalities on moving to standardized regional agreements to cover costs of non-municipal users	YG will be developing renewals of current interim agreements based on the belief that the process will carry forward into 2026	
35	Biomass District Heating	TH District Heating project and potential connections to CoD Buildings	TH Project team has identified need for easement across CoD property and potential advantage of connecting to PW building	Waiting for next steps from TH project team including potential draft agreement and costs for heat	
36	Asset Management Plans	Asset management plan identifies the municipalities tangible capital assets and their associated lifecycle costs	The City has both a complicated Asset management software package, simpler word/excell asset mgt documents and a plan that must be reviewed every 5 years	The plan is due for review in 2025 and is under the management of the Public Works Project Manager – process has now started	
37	IT - Telephone Update	Current landline Phones are out of date and the associated software is no longer updated	Capital budget identifies replacement funding for the system	If capital funding is approved the city will go forward with update and investigate options to save \$ via VOIP	
38	IT – Landline / Fibre review	The City utilizes a combination of copper landlines and Fiber Internet lines	Under review in conjunction with phone system update to see if the City can simplify the system and save \$	Gather data, map system, review with IT suppliers	
39	IT – Service provider review	The City currently utilizes an IT provider in Whitehorse plus a number of software suppliers	Under hi level review to ascertain options for service	Gather data, summarize, get feedback	
40	IT – Council Chamber AV Updates	The City has reviewed options for Audio Video upgrades to the Council chamber over a number of years with mixed results	No current plans but Council has asked if minor changes could be undertaken	Staff will review information gathered to date and identify minor changes with greatest benefit	
41	IT – Cloud Service discussion	City does not currently use cloud services	City may be able to gain	Ongoing review	

			advantages in operations via utilizing cloud services in various software packages		
42	Fleet Management	City has consolidated vehicle fleet operations in Public Works	Fleet Management has been consolidated , now clarifying roles, documentation	Ongoing process	
43	Public Dock	City owns a dock	Dock has been stored on land as no commercial user has been active since COVID – now a commercial user has indicated they will be operating this year	Dock is being evaluated for maintenance requirements and the installation requirements and cost	May 2025
44	Fire Marshalls office Call out review	Fire Marshals office has asked for updated data on call outs that may be subject to Fire Marshall funding.	Fire Chief is reviewing	Ongoing discussion with Fire Marshalls office	
45	Fire Service Health and Safety Inspections	Occupational Health and Safety inspections are focussing on fire service operations this year	Between the City practices and the Fire Service practices it is believed that the City is in a relatively strong position and up to date	Fire Chief reviewing	
46	Sewage Lagoon	Site Location Team, TH, YG, Cod, working towards recommendations to governing bodies on a preferred site for a future waste water lagoon	Site Location working Group made public presentations and Q&A over the past week – undertaking geotechnic work on two identified sites over the next year and discussions with mining interests in areas	Continue with meetings, site investigation work, and public communications efforts	
47	TH – MOU Language review	Information received from Council meeting with possible language changes to MOU	To be reviewed by CAO and ED with recommendations	Recommendations / discussion to follow	
48	TH – Road Sign Process	Staff to develop outline of a process and committee to develop potential TH language road signs and potential existing signs to be relaced	Not started yet	CAO / ED to review	
49	TH - City Logo update	City has identified value in updating the city logo to better reflect the current reality of the municipality	City has received feedback from the former City Council, City Staff, the former TH Council, the TH elders Council and TH staff on the City, TH, Natural elements that should be included in a City logo and the relative importance of each - the City then contracted a professional artist to draft various		

			logo concepts, and the City will next go to the public for logo ideas with City Council making a final determination of adopting a new logo or not		
50	TH – Planning Protocol	The City has identified that establishing by mutual agreement a “Planning “ protocol will expedite planning process while ensuring TH Consultation	The City is getting feedback from Stantec	Once received, will be reviewed by staff with recommendations based on said review	
51	TH – COD 101 package	The City has identified that a package identifying the roles and responsibilities of the municipality would be beneficial for City and TH staff in conjunction with ongoing TH Educational information for City staff	Preliminary work was started by CoD staff but has stalled due to competing priorities	On hold pending available resources	
52	Union – Pension Plan review	The City committed in the last round of Labour negotiations to form a labour management committee to review potential pension programs	Management and Union reps have agreed to start meetings to review pension options	Arrangements are being set up for scheduled meetings and pension plan presentations / discussions	
53	Union – Various discussions	Hr deals with various union discussions on a daily basis which involve the CAO			
54	Developments -	The City works with YG on various Development projects within the Municipality – the CAO participates in meetings for informational purposes and decisions around funding, applications, changes, timing, etc			



City of Dawson Report to Council

Agenda Item	Sale of a City-owned lot to Klondike Development Organization
Prepared By	Planning and Development
Meeting Date	March 4, 2025
References (Bylaws, Policy, Leg.)	Zoning Bylaw, Sale of Municipal Lands Policy
Attachments	None

	Council Decision
x	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Committee of the Whole direct Administration to prepare an agreement for sale for Lot 16, Block L, Ladue Estate to Klondike Development Organization (KDO) for a nominal value for a 6-plex construction and to disqualify KDO from receiving monetary incentives as part of the agreement for sale.

Executive Summary

KDO has received federal funds for a multi-unit residential construction and is currently seeking a vacant lot inside the historic townsite for the project. The City intended to offer KDO the lot next to the York Street lift station after the subdivision plan for the area was registered. The subdivision process proved to be more complex and challenging than anticipated, with multiple governments and groups involved, and it is unlikely to be completed in the near future. This is now a time-sensitive issue, and if KDO does not conclude site selection by the end of March, they risk losing funds. As a result, Planning reviewed the City's vacant lot inventory and identified Lot 16, Block L, Ladue Estate as a viable site for this project.

Background

On September 3, 2024, Council directed Administration to prepare an agreement for sale for the site adjacent to the York Street lift station to KDO for a total value of \$1 for a 6-plex construction. The agreement would have disqualified KDO from receiving any monetary incentive from the City. Additionally, it was intended to secure one or two units for City staff housing from this project.

The City initiated the subdivision process to create an appropriately sized lot for this project, which has proven to be a complex process involving multiple decision makers. In the interim, KDO engaged engineers to conduct feasibility studies on this lot. It has been determined that the ground conditions may not be suitable for their project or may necessitate additional work that exceeds their current funding.

Given that the City and KDO are collaborating to provide more affordable housing units in Dawson, staff reviewed the possibility of offering another City-owned lot for their project. Lot 16, Block L, Ladue was identified as a potential site.

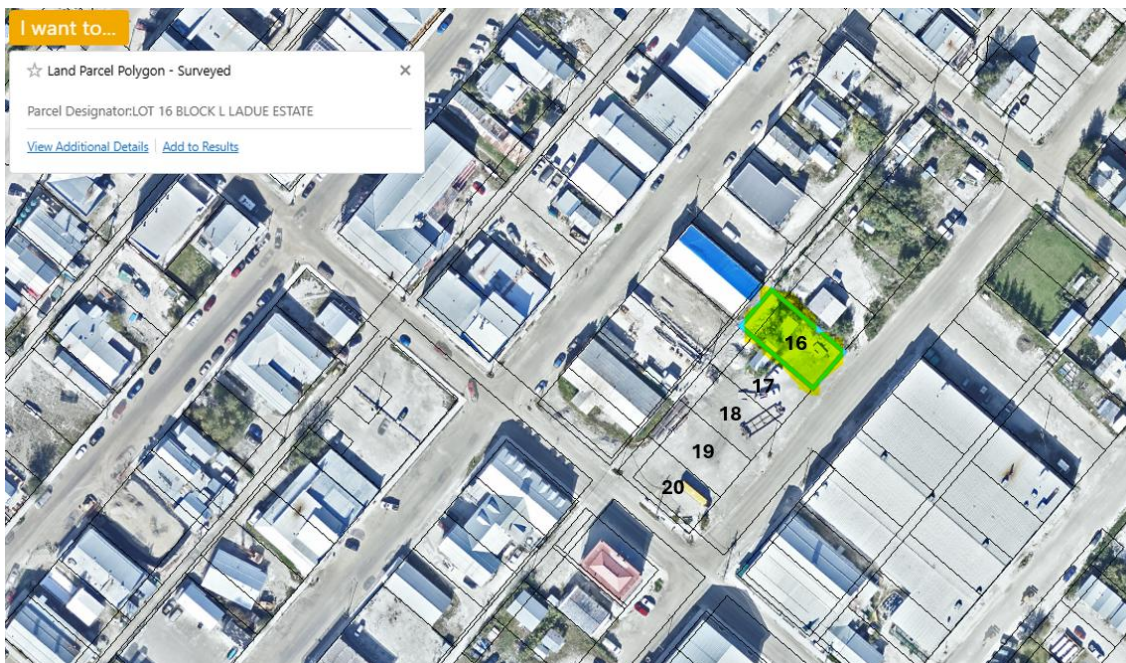


Figure 1: the location of Lots 16-20, Block L, Ladue Estate

Discussion / Analysis

The City of Dawson owns Lots 16-20, Block L, Ladue Estate. Lots 18, 19, and 20 are used for Gerties parking. The Klondike Visitors Association (KVA) and Dawson City Chamber of Commerce (DCCC) use multiple structures on Lots 16 and 17 for storage. An overlay of aerial images and lot boundaries shows some potential encroachments. All of these five lots are zoned C1: Core Commercial.

Lot 16 is being considered for this project for the following reasons:

- The lot is zoned C1, with multi-unit residential as a permitted use.
- The lot has already been serviced, with the pipes running through it.

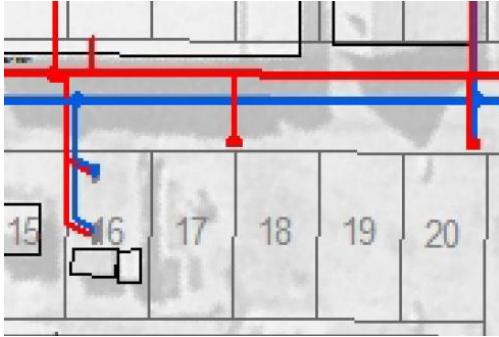


Figure 2: water and sewer connections for Lot 16, Block L, Ladue Estate

- The lot is located in the center of the historic townsite, within walking distance of most services and facilities.
- The lot is barely used as a parking spot for Gerties. Lots 17-20 will remain accessible as parking spaces until more research is conducted on the need for adequate parking space in the area.
- The provision of the lot to KDO at nominal value is in compliance with Section 4 of the Sale of Municipal Lands Policy (#2025-01).

Benefits for the City:

- This project will provide two units for City staff housing. Given the challenges in employing staff owing to a lack of housing, this is very beneficial to the City.
- KDO will be ineligible for monetary Development Incentives for this project, leaving more room for other developments to receive tax-based incentives in the future.
- As part of the Housing Accelerator Fund (HAF) initiative, the City must enable the development of about 20 affordable housing units in four years. KDO is one of the few housing providers who can assist the City in achieving this goal; hence, collaborating with them will allow the City to meet the Housing Supply Growth Target and be eligible for future funding from HAF.

Benefits for the community:

- This project will provide 6 affordable housing units for the community.
- KDO has already created the development designs, and the project is scheduled to begin this spring, with additional housing available by next year.

Other considerations:

- KDO may be required to conduct geotechnical studies for this site as part of the process of using government funds. Since KDO has used the allocated funds for such studies for the property next to the York Street lift station, the City may provide financial assistance to KDO for the studies. If necessary, this would be an eligible HAF cost.
- Also, the City will need to collaborate with KVA and DCCC on developing a plan to relocate the structures that are currently located or encroaching on this lot.

Fiscal Impact

The sale of land for nominal value will not generate revenue for the city. However, the City will see an increase in tax revenue as a result of this multi-unit construction. HAF will cover any site preparation costs that may arise.

Alternatives Considered

NA

Next Steps

- Working with KDO to get the site ready for development before the sale.
- Working with KVA and DCCC to develop a plan to prepare the lot for development and meet their needs.
- Disposition of the land by a bylaw in conformity with the Sale of Municipal Lands Policy.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Feb. 28, 2025



City of Dawson

Report to Council

Agenda Item	Solid Waste Management Cost Recovery policy
Prepared By	David Henderson CAO
Meeting Date	March 4, 2025
References (Bylaws, Policy, Leg.)	Waste Management Bylaw #99-06 Annual fees and Charges Bylaw
Attachments	Draft Solid Waste Management Cost Recovery Bylaw

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That council adopt the draft Solid Waste Management Cost Recovery Policy and thereby introduce landfill tipping fees for Construction, Demolition and Industrial solid waste at the Quigley landfill.

Executive Summary

Council directed staff to develop a policy outlining tipping fees for:

All demolition, construction and Industrial waste originating from within and outside the municipality.

Utilizing a fees structure based on volume

- With Clear definitions of waste categories.
- including Mechanisms to enforce compliance.
- and an Education Campaign including Diversion

The attached draft policy outlines a cost recovery framework and if approved, tipping fees for Construction, Demolition, and Industrial solid waste disposed of at the Quigley landfill. Such fees will be assessed and collected at the landfill gate by municipal staff based on Volume.

It is estimated that the cost to introduce tipping fees on Construction, Demolition, and Industrial solid waste (adding an additional attendant and acquiring an attendant hut or similar infrastructure) will be covered by the revenue from the tipping fee. The program will have to evolve based on the experience gained in introducing and collecting the applicable fees.

Background

The City operates the following solid waste management programs –

1. Operation and maintenance of the Quigley Landfill Site, including sorting and disposal of metals, ewaste, white metals, tires, and composting
2. Operation and Maintenance of the Diversion (Recycling) center, including sorting and shipping out recyclable beverage containers, cardboard, glass, plastics
3. Waste and cardboard collection for all properties in the downtown core
4. Waste Collection bins in Municipal suburbs.
5. Downtown waste and recycling bins

The city currently covers Solid Waste Management Program costs primarily through an annual waste management fee charged to each property within the municipality and funding from the annual operating budget. The waste management fee, as per Bylaw 99- 06 is intended to “**offset the cost of the general waste management program**”

Construction and demolition waste disproportionately fills the landfill site, and producers of this waste do not pay fees commensurate with the volume they generate. Although all municipal properties pay the annual waste management fee offsetting waste mgt costs, there are no additional charges for those producing excessive construction and demolition waste.

Construction / demolition waste producers from outside the municipality do not pay the annual waste management fee as well.

When the landfill is full, the closure costs will be in the \$millions and the City will share the closure costs with the Yukon Government – Fees associated with the production of waste assign costs to those responsible for the cost and lessen the burden on the municipal taxpayer.

Cont...

To put Tipping fees in place the City must hire an additional landfill attendant and set up a “hut” of some form at the landfill gate to operate out of.

To start the program the tipping fee attendant can operate out of the existing hut located at the landfill gate. The attendant required may be hired initially on contract or casual basis but it is expected that this position will require a degree of commitment to ensure that fees are collected, policies and procedures are communicated, and the goals of the program are communicated to the public

Based on the experience in Watson Lake it is anticipated that tipping fees should cover the costs to set the system up at a minimum. As we are looking at putting in place a variation of the system operating in Watson lake we will have to review the results once up and running and determine what is working and not working and modify as needed

Discussion / Analysis

To accommodate the introduction of tipping fees on Construction, Demolition, and Industrial solid waste the operating budget will be adjusted on a net neutral basis of cost / revenue. This is what we believe will be a conservative approach to introducing these fees. The program will be reviewed and recommendations made to adjust depending on our experience over the first year .

Tipping Fees by Volume

Tipping fees are considered best practice across Canada for recovering waste management costs and charging the cost to the producer as well as providing an incentive to the producers of waste to recycle, reuse. In most cases weigh scales are used for the objective simplicity that charging by weight provides. If scales are not available the second choice is to charge by volume – doing so requires either a set price for the type of delivery vehicle – ie car / trailer / ½ ton pickup / dump truck etc or a set price for cubic meter.

Under the current proposal we are dealing with tipping fees by volume with the most viable practice to be a charge per car / ½ ton / 1 ton pickup truck and per most widely used standard dump trucks in the area (with all fees based on a basic calculation using the agreed upon cubic meter charge.

Applicability

If the municipality charges for the disposal of construction / demolition waste it will be important that all forms of delivery of the identified waste are charged else it will prove an incentive to work around the charge (ie 5 pickup loads instead of a dump truck load as an example)

Enforcement

The primary method of enforcement is the prohibition on dumping said waste for any producer/hauler who does not agree to pay the fee or where there is evidence of banned substances mixed into the load.

The process will include enhancements to the gate at the entrance to the landfill where there is already camera monitoring.

The attendant will also provide education to users on the program, goals, reasoning

Additional trail camera equipment will be installed along the dump road to ensure enforcement of illegal dumping

City staff have confirmed with the Department of Environment that it is within their mandate to investigate and enforce illegal dumping. The City would work with the Ministry staff to ensure investigation and enforcement is appropriate.

Stakeholder Consultation

The City will meet with area contractors and business to review the fees and process and solicit feedback . It is expected that feedback from the companies directly affected will be primarily negative and such discussions should be understood to be focused on making the system work the most effectively .

Public Education & Diversion Campaigns

Public education campaigns will include information pamphlet drop to all area properties, information at the gate via signage and verbally through the attendant with a prepared script and an introductory period prior to the application of fees.

The information campaign will also include the City Email News list and Facebook page , with media messaging development through the communications budget - messaging will encompass waste management and diversion .

Fiscal Impact

The Costs of implementing tipping fees for Construction, Demolition, and Industrial solid waste are being entered into the operating budget on a net neutral basis for 2025 if approved to move forward by council.

Startup costs can be mitigated by utilizing existing infrastructure to start- the attendant can utilize the existing hut.

Payment by cash / debit / credit / account will be reviewed by staff as options based on experience in city facilities and recommendations from staff and finance.

Recommended rates are based on calculations utilizing the common cubic meter rate , derived form rates used in other municipalities including Whitehorse (\$16 per cubic meter)

Alternatives Considered

Previous recommendations were made to Council regarding solid waste management programs but they have effectively stalled out at the current time. Staff will restart these discussions based on the directions that this discussion plus the EPR discussions plus YG Regional landfill discussions takes the municipality.

Options that Council may consider:

1. Should waste producers from outside the municipality pay a higher fee than producers' resident in the city – this may pose logistical problems in identifying source of waste and problems at the gate
2. Exempting cars or partial loads from charges – This may pose logistical challenges and present an incentive to work around the charges

Next Steps

It is expected that council will discuss this issue and amend where common or majority agreement is identified and move forward either to Council for committee for further discussion

The Solid waste working group may be a viable source of review although the group will have to be reformatted and previously was more focused on residential waste, recycling and compost discussions

If Council adopts the draft policy and approves the fees and charges bylaw staff will move forward with setting up the tipping fee and communicating it to the public .

Approved by	Name	Position	Date
	David Henderson	CAO	Feb. 17, 2025



City of Dawson
Solid Waste Management
Cost Recovery Policy
#2025-XX

POLICY STATEMENT

The City of Dawson wishes to provide Solid Waste Management services to residents as required by legislation or deemed necessary by Council, while ensuring that such services are delivered in an effective, efficient, and financially sustainable manner.

The Municipality will seek to recover costs directly attributable to the provision of solid waste management services where feasible and ensure that overall costs are managed in a reasonable and equitable manner.

1.0 Purpose

This policy establishes a cost recovery framework for Solid Waste Management. It aims to ensure effective, efficient, and sustainable delivery of waste management services while maintaining fairness and compliance with applicable legislation.

The policy recognizes the need to recover direct costs where feasible and total Solid Waste management costs to the extent possible, while striving for equitable cost allocation. Specifically, this policy will define the parameters introducing tipping fees at the municipal landfill site associated with Construction, Demolition, and Industrial solid waste.

2.0 Application

This policy applies to all solid waste management services provided by the Municipality, including:

- a) Landfill operation, maintenance and anticipated closure
- b) Solid waste and Cardboard collection services
- c) Recycling receipt, sorting, and shipping
- d) Waste diversion programs.
- e) Other programs deemed necessary by council

3.0 Definitions

The following terms are used within this policy and are defined as follows:

- a) "CONSTRUCTION AND DEMOLITION WASTE" (C & D WASTE) means material generated as a result of construction, renovation, repair, wiring, plumbing or demolition activities, including but not limited to polystyrene or fiberglass insulation, Gyproc, scrap wood, planking, siding, bricks, masonry, concrete and metal.
- b) "INDUSTRIAL WASTE" means material from manufacturing processes, warehouses, Mining facilities or mining sites, ashes from Industrial plants, condemned matter or waste from factories, any other material or waste or by-product of an industrial or related activity.
- c) "LANDFILL" means an approved site used for the handling and disposal of solid waste.

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- d) “TIPPING FEES” means the fee paid by those who dispose of waste in a landfill.
 - e) “SOLID WASTE MANAGEMENT PROGRAM or SERVICES “means the services the Municipality provides to collect, sort, manage, dispose of solid waste including management and operation of the Landfill site, the diversion center, garbage and cardboard collection, recyclable programs and related information services.
 - f) “COUNCIL” means the elected municipal council of the City of Dawson.

4.0 Principles

- a) Cost Recovery: The Municipality will strive to recover costs associated with Solid Waste Management services through a combination of direct charges for services received and indirect charges capturing overall program and service costs.
- b) Equitable Service Delivery: Fees and policies will ensure fair access to waste disposal services without an undue burden on municipal taxpayers.
- c) Sustainability: Fees will be structured to encourage waste reduction, recycling, and responsible waste management practices.
- d) Regulatory Compliance: All waste disposal and fee structures will comply with applicable legislation, as well as municipal bylaws and policies.
- e) Transparency: The fee structure and any updates will be communicated clearly to all stakeholders, including businesses, contractors, and residents. Compliance: All solid waste management activities will comply with current legislation and regulatory requirements.
- f) Reasonableness: While direct cost recovery is a goal, the Municipality will balance cost recovery with the ability to provide equitable and affordable services to all residents.

5.0 Procedures

The City will use a combination of revenue tools to recover costs related to the Solid Waste Management program with specific fees and charges listed in the annual fees and charges bylaw.

- a) An Annual Waste Management Fee will be charged for each property within the municipal boundary as per City of Dawson Bylaw #99-06 – This charge is intended to offset the cost of the “general Waste Management Program”.
- b) Funding Agreements with other agencies, government bodies or organizations will identify funding amounts, terms and conditions.
- d) Tipping fees at the Quigley Landfill
 - i. Tipping Fees are direct charges to those who dispose of specified waste at the landfill site and are a method of charging fees in direct relationship to the volume of waste being disposed of.
 - ii. Fees are in effect upon approval of the tipping fees within the annual fees and services bylaw and the establishment of operating resources and processes as required.
 - iii. Tipping Fees will be charged on Construction, Demolition, and Industrial solid waste – fees will be assessed and collected on all producers from within and outside the municipal boundary.

-
- iv. Tipping Fees will be assessed and collected by Landfill staff at the Landfill gate.
 - v. Tipping Fees will be assessed on Volume until such time as the municipality installs weigh scales and determines to assess by weight.
 - vi. Initial Tipping fees for Construction, Demolition, and Industrial Waste will be
 - Half Pickup Truck or less \$ 15
 - Half to full Pick up \$ 30
 - Dump Truck \$ 16 per Cubic Meter (calculated truck bed)
 - White Metal (non-refrigerant) \$ 17 each
 - White metal (Refrigerant) \$ 50 each
 - vii. Waste Separation Requirements
 - Metals (including white metals), electronic waste, banned materials (as identified at the landfill site), and hazardous waste must be separated from other waste streams to facilitate proper processing and disposal.
 - viii. Cost Allocation and Adjustment Mechanism
 - Fees will be reviewed annually to ensure alignment with actual Solid Waste Management costs and municipal budgetary requirements.
 - Cost recovery calculations will include both direct and indirect costs such as staffing, equipment, site maintenance, and regulatory compliance.
 - ix. Exemptions and Special Considerations
 - Municipal projects and emergency waste disposal (e.g. disaster debris management) may be exempt or subject to reduced fees at the discretion of Council.
 - x. Compliance and Enforcement
 - Failure to comply with landfill regulations or fee requirements may result in penalties, fines, or denial of landfill access.
 - The municipality will conduct periodic audits to ensure accurate reporting of waste origins and volumes.
 - Any disputes regarding fee assessments will be reviewed by the CAO or CAO's designate and may be appealed to City Council.
 - xi. Communication and Public Engagement
 - The municipality will provide clear and accessible information on landfill fees, policies, and updates through its official website, public meetings, and direct communication with stakeholders.
 - Public feedback on waste management practices will be encouraged to promote continuous improvement and community engagement in sustainability efforts.
 - xii. Policy Review and Amendments
 - This policy will be reviewed every three years to assess its effectiveness in achieving cost recovery and sustainability objectives.
 - Amendments will be proposed as needed to reflect changes in operational costs, legislation, or municipal priorities.

e) Other revenue tools as may be adopted by Council.

5.0 **Force and Effect**

5.1 This policy shall come into full force and effect upon adoption by Council.

Stephen Johnson, Presiding Officer

David Henderson, CAO

POLICY TITLE	Solid Waste Management Cost Recovery Policy
POLICY NO.	2025-XX
EFFECTIVE DATE	
ADOPTED BY COUNCIL ON	
RESOLUTION NO.	