



THE CITY OF DAWSON

COUNCIL MEETING #C19-18

AGENDA

MONDAY, SEPTEMBER 23, 2019

7:00 p.m.

Council Chambers, City of Dawson Office

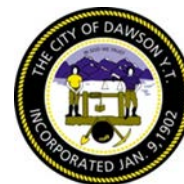
- 1. CALL TO ORDER**
- 2. ADOPTION OF THE AGENDA**
 - a) Council Meeting Agenda #C19-18
- 3. PUBLIC HEARING**
- 4. DELEGATIONS AND GUESTS**
- 5. BUSINESS ARISING FROM DELEGATIONS**
- 6. ADOPTION OF THE MINUTES**
- 7. BUSINESS ARISING FROM MINUTES**
- 8. FINANCIAL AND BUDGET REPORTS**
 - a) 2019 Accounts Payable Report #19-15 RE: Cheques #54200 – 54241
- 9. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**
 - a) Request for Decision RE: Administration Building Interior Painting RFQ Award
 - b) Information Report: Water and Sewer Infrastructure Upgrades: Summary of Communications
 - c) Request for Decision RE: Playground Surface Material RFQ Award
- 10. BYLAWS AND POLICIES**
- 11. CORRESPONDENCE**
 - a) Minister Frost RE: Model for Counselling Services
 - b) Minister Pillai RE: Mining within Municipal Boundaries
 - c) Recreation Board Meeting Minutes #R19-04
- 12. PUBLIC QUESTIONS**
- 13. INCAMERA**
 - a) Land matter
- 14. ADJOURNMENT**

The City of Dawson
Cheque Run 19-18

Cheque Number	Vendor Name	Cheque Amount		Dept.	Detail	
54200	Advance North Mechanical	\$504.05	\$362.30	REC	Battery test & Replace	
			\$141.75	PS	Towing	
			\$504.05			
54201	Amendola, Peggy	\$100.00		REC	Parade Prize	
54202	Assoc. of Yukon Fire Chiefs	\$275.00		PS	Membership fees AYFC	
54203	Bonanza Klondike Inc.	\$27.99		REC	Propane	
54204	Bonanza Market	\$65.82		REC	ProgSupplies	
54205	Brown, Shelley	\$76.00		REC	ProgSupplies	
54206	Bureau Veritas	\$175.04		PW	Water Sampling	
54207	Chief Isaac Incorporated	\$3,605.46		ALL	Janitorial Svs 190728-0810	
54208	Claim 33	\$81.90		REC	ProgSupplies	
54209	Crocker, Sam	\$72.98		REC	Reimburse	
54210	DC Chamber of Commerce	\$490.00		REC	Gift Certificates	
54211	DC General Store	\$340.64	\$306.75	REC	ProgSupplies	
			\$33.89	ADM	OffSupplies	
			\$340.64			
54212	DC Minor Soccer	\$1,077.30		REC	Eavestroughs	
54213	Dawson Hardware Ltds.	\$1,080.27	\$218.27	REC	Prog & OpSupplies	
			\$15.11	ADM	OpSupplies	
			\$846.89	PW	Safety & OpSupplies	
			\$1,080.27			
54214	Diamond Software Inc.	\$112.88		ADM	IT Support	
54215	Doiron, Ashley	\$100.00		REC	Parade Prize	
54216	Gammie Trucking	\$262.50		REC	Topsoil	
54217	Grenon Enterprises Ltd.	\$866.25	\$551.25	PW	Vac Truck	
			\$315.00	PW	Pumpout Dome Lift Stn	
			\$866.25			
54218	Hnetka, Lochlan	\$198.98		REC	Reimburse	
54219	Holmes, Olivia	\$40.00		REC	Fob Deposit Return	
54220	MacDougall, Megan	\$208.47		REC	Reimburse	
54221	McMynn, Kim	\$13,203.75		ADM	ProFees-Accountant	
54222	Ross, Pat	\$250.00		REC	Parade Prize	Midnight Sun Pipe Band
54223	Morin, Joy	\$154.05		REC	Reimburse	
54224	NAMS Canada	\$474.60		PW	Course Fees PrjMan-TB	
54225	North 60 Petrol	\$3,151.82	\$157.73	ADM	Bldg Fuel	
			\$68.45	PS	Bldg Fuel	
			\$228.29	PW	Bldg Fuel	
			\$2,697.35	REC	Bldg Fuel	
			\$3,151.82			
54226	Northern Industrial Sales	\$1,120.91	\$273.61	PW	NonCapEquip	
			\$159.23	REC	NonCapEquip	
			\$355.32	PW	BM Tools	
			\$9.46	PW	OpSupplies	
			\$177.66	REC	Op & Safety Supplies	
			\$57.81	REC	OpSupplies	
			\$14.92	PW	OpSupplies	
			\$72.90	PW	OpSupplies	
			\$1,120.91			
54227	Northern Superior Mechanical	\$45.11	\$23.09	PW	Vehicle R&M	
			\$22.02	PW	OpSupplies	
			\$45.11			
54228	Northlands Water & Sewer Supplies	\$714.00		PW	Installation Materials	
54229	The Raven's Nook	\$1,002.75	\$472.50	PW	Safety Supplies	
			\$241.50	PW	Safety Supplies	
			\$288.75	PW	Safety Supplies	
			\$1,002.75			
54230	Stantec Architecture Ltd.	\$2,205.53	\$1,381.28	PL&D	Community Plan & Zoning Bylaw Review	
			\$824.25	PL&D	Community Plan & Zoning Bylaw Review	
			\$2,205.53			

54231	Tangerine Bank	\$50.00		ADM	Reimburse
54232	Total Fire Protection Services	\$3,386.25	\$1,575.00	PW	Fire Hydrant Testing
			\$1,811.25	REC	Sprinkler Systems Testing
			\$3,386.25		
54233	Transition Industries	\$11,137.51		REC	Trails Contracted services
54234	Trinus Technologies	\$152.25		PS	IT Support
54235	Waterstone Products	\$705.60		PW	Chemicals
54236	Whitelaw, Bradley	\$250.00		REC	Parade Prize
54237	Yukon Energy Corporation	\$20,116.95	\$17,455.52	ALL	Electric Bill
			\$2,661.43	PW	Streetlights
			\$20,116.95		
54238	Yukon Order of Pioneers	\$1,000.00		REC	Pipe Band Expenses
54239	Air North	\$528.28	\$86.28	PW	Freight-WaterSamples
			\$81.03	PW	Freight-WaterSamples
			\$146.93	PW	Freight-WaterWorks
			\$110.87	PW	Freight-PlasticPiping
			\$103.17	PW	Freight-WaterSamples
			\$528.28		
54240	Arctic Inland Resources Ltd.	\$130.16		PW	Boardwalk Matl's
54241	Arctic Star Printing	\$27.30		PS	Bcards - Masserey
		\$69,064.30			

Report to Council



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

☐ In Camera

AGENDA ITEM:	Administration Building Interior Painting RFQ Award	
PREPARED BY:	T. Buhler	ATTACHMENTS: ▪ n/a
DATE:	September 23, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: ▪ Procurement Policy #14-02		

RECOMMENDATION

That Council award the Administration Interior Painting contract to Big B Paint Contracting for \$38,300.00 (plus GST) as per their submitted bid.

ISSUE

To award the Administration Building Interior Painting contract.

BACKGROUND SUMMARY

Building Maintenance priorities for 2019 include the interior painting of the Administration Building. This includes the Fire Hall and Administrative areas.

ANALYSIS / DISCUSSION

The Request for Quotes was issued for tender on August 6, 2018 and closed September 12, 2019. One (1) bid was received: Big B Paint Contracting for \$38,300.00. Bids were evaluated as per the Evaluation Form in the RFQ bid documents:

Item of Work	Scoring Amount
Fee for Full Scope	80%
Information on completed bid forms	20%
Total	100%

Given that Big B Paint Contracting were the only compliant proposal in the evaluation review, and their bid submission falls within the budget allocated for the project, Administration recommends the contract be awarded to Big B Paint Contracting.

Options:

- That Council award the Administration Building Interior Painting contract to Big B Paint Contracting for \$38,300.00 (plus GST) as per their submitted bid, or
- That Council does not award the contract.

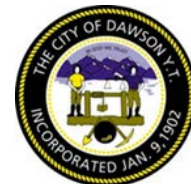
ALIGNMENT TO OFFICIAL COMMUNITY PLAN & STRATEGIC PRIORITIES

Official Community Plan, Section 3.2 Municipal Infrastructure

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:		

Report to Council



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

☐ In Camera

AGENDA ITEM:	Water and Sewer Infrastructure Upgrades: Summary of Communications	
PREPARED BY:	T. Buhler	ATTACHMENTS: N/A
DATE:	September 9, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:	▪ N/A	

RECOMMENDATION

For Information.

ISSUE / PURPOSE

Provide Council with summary of communications with regards to the ongoing water and sewer upgrades.

BACKGROUND SUMMARY

Water and sewer upgrades began in 2018. In advance of this work a communications strategy was developed between YG, City of Dawson, and Across the River Consulting. It was implemented with great success. At the end of the 2018 construction season, YG, City of Dawson, and Across the River Consulting reviewed the effectiveness of the strategy and documented lessons learned for the purpose of re-use for the 2019 construction season.

ANALYSIS / DISCUSSION

Communications to stakeholders, affected property owners, business, and other governments and organizations began in March 2019 after tenders had been awarded.

YG contracted Across the River Consulting to manage the overarching and advance notification / communications to affected property owners. They have provided the following services:

- Communicated in person to affected property owners by property visit, phone, email or other as required
- Communicated in person with Tr'ondëk Hwëch'in Housing Department, Yukon Housing, Yukon Government, Parks Canada, City of Dawson front line staff, and businesses
- Developed information for City of Dawson website special 2019 Water & Sewer Upgrades page(s)
- Developed and published City of Dawson Water & Sewer Upgrades Facebook page
- Developed information for City of Dawson E-News bulletins
- Developed information for Klondike Sun ads
- Developed information for public information posters at post office
- Facilitated presentations and Q&A sessions with Chamber of Commerce and KVA March 7
- Facilitated public information open house on March 7
- Facilitated stakeholder open house on May 15
- Facilitated affected property owners open house May 15
- Developed information for CFYT Rolling Ads (cable TV) special page(s)
- Developed Facebook ads targeted at Dawson City population only

- Provided and monitored call in number 867-993-3472 and email projectinfo@cityofdawson.ca for ongoing questions / concerns

Sidhu Trucking has a Public Liaison on site to provide notifications to affected property owners as the project progresses. They provided the following services to affected property owners:

- Developed and provided service / utility interruption notices
- Provided project progress updates
- Provided access updates
- Addressed site specific property owner concerns during project
- Accepted calls from public re project and obtained answers from City of Dawson or YG

Various positions at the City of Dawson assisted in publication, review, and communication services:

- Reviewed road signs and traffic plans
- Accepted calls from public re project and obtained answers from Contractor or YG
- Participated in open houses and information sessions
- Published information to various media mentioned above
- Provided notification to emergency services
- Provided information internally to all departments and Council
- Advertised road closure permits notices

The Yukon Government has provided the following communication services:


- Developed budget line item for communications
- Reviewed traffic plans
- Accepted calls from public re project and obtained answers from Contractor or City of Dawson
- Provided funder and program logos and supplied acknowledgement boards
- Facilitated open houses and information sessions
- Facilitated one-on-one meetings with affected property owners when requested
- Developed tree schedule and landscaping options

After the 2019 construction season is completed, the team will again review lessons learned in order to strengthen the communication strategy as we move into 2020. To date, it has been noted that it is important for the Contractor to fully ground truth the designs in advance of construction. This was completed in May, however there existed some uncertainties re location of infrastructure. As a result, generic statements were communicated with regards to the potential for the loss of trees and landscaping at the May 7 Public Information Session, as was done in 2018 with affected property owners on Front Street.

The City of Dawson, Across the River Consulting, and YG have worked with the Contractors and Consultants to provide an abundance of communication strategies in order to inform the public of the ongoing water and sewer infrastructure work.

ALIGNMENT TO OFFICIAL COMMUNITY PLAN & STRATEGIC PRIORITIES

N/A

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	Sept 19, 2019	

Report to Council



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

☐ In Camera

AGENDA ITEM:	Playground Surface Material Supply & Delivery Contract Award	
PREPARED BY:	Marta Selassie, Recreation Manager	ATTACHMENTS: <ul style="list-style-type: none">n/a
DATE:	September 19, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:	<ul style="list-style-type: none">Procurement Policy #14-02	

RECOMMENDATION

That Council award the Playground Surface Material Supply and Delivery contract to Play Systems North for \$59,475.00 (plus GST).

ISSUE

To award the contract for the playground surface material supply and delivery to the successful proponent based on a competitive bid evaluation process.

BACKGROUND SUMMARY

The *Procurement Policy* outlines the appropriate method of procurement based on anticipated contract/purchase cost. In accordance with this policy, a tender was issued for the removal and replacement of playground safety surface material. Twelve tender packages were picked up however, no bids were received by tender close. This project has been separated into two components; material supply and labour for material removal and installation.

The cost for material supply was anticipated to exceed the amounts outlined in the procurement policy for solicitation of quotes. Council passed a resolution, *C19-17-09*, to waive the procurement methodology that requires a formal public tender and directed administration to solicit quotes for the supply of playground surface material.

ANALYSIS / DISCUSSION

Administration issued a Request for Quotes for the supply and delivery of playground surface material within the existing boundaries of the Minto Park Playground to a depth of 5". The bid evaluation criteria were price and estimated delivery time.

One compliant bid was received from Play Systems North for \$59,475.00 (plus GST). The bid amount falls within the allocated budget for the project.

Options:

1. That Council award the Playground Surface Material Supply and Delivery contract to Play Systems North for \$59,475.00 (plus GST).
2. That Council does not award a contract for the supply and delivery of playground surface material.

ALIGNMENT TO OFFICIAL COMMUNITY PLAN & STRATEGIC PRIORITIES
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Official Community Plan, Section 12 Parks and Recreation

- *Provide high-quality recreation infrastructure and facilities to encourage their use.*
- *Complete an assessment on recreational facilities that are at the end of their life span to determine if the facility should be replaced, enhanced and/or relocated*

APPROVAL		
NAME:		SIGNATURE:
DATE:		



**Department of Health and Social Services
PO Box 2703, Whitehorse, Yukon Y1A 2C6**

August 23, 2019

Mayor Wayne Potoroka
Town of the City of Dawson
Box 308
Dawson City, YT Y0B 1G0

Dear Mayor Potoroka,

The Government of Yukon has been working to develop a sustainable model for counselling services that provides Yukoners with high-quality, accessible, and consistent access to care. In communities, services will continue to be offered through the Mental Wellness and Substance Use Services (MWSUS) hubs. The hubs are designed to be adaptable, with the flexibility to provide services in a way that best meets the needs of the communities they serve.

We have recently expanded the scope of services provided by our MWSUS hub staff and wanted you to be aware of how and where individuals in your community can access these services. This recent expansion is to ensure that services are available to the community now that Many Rivers will no longer be providing counselling services in the communities.

Through the hubs, Yukoners have access to generalist and specialist services, including: counselling for adults, children, youth, and families; mental wellness and substance use counselling; counselling for depression, stress, or anxiety; relationship counselling; trauma counselling; grief and loss counselling; groups; community support; and outreach services.

The MWSUS hub in Dawson City is located at 501 Sixth Avenue. It is open from 8:30 a.m. until 5:00 p.m. Monday through Friday, with a one-hour break from 12:00 p.m. to 1:00 p.m. for lunch. I encourage anyone who is in need of MWSU services to call the central intake line at 1-866-456-3838. The Dawson City hub can also be reached at 867-993-4304, but please be advised that due to operational requirements there may not always be a staff member available to answer.

Thank you for your partnership in supporting Yukoners' access to mental wellness services. If you or a community member have any questions about Mental Wellness and Substance Use Services in Yukon, please do not hesitate to contact Mary Vanstone, director of MWSUS, at Mary.Vanstone@gov.yk.ca or 867-456-5529.

Mahsi,

A handwritten signature in dark ink, appearing to read 'Pauline Frost', written in a cursive style.

Pauline Frost
Minister of Health and Social Services



August 26, 2019

His Worship Mayor Wayne Potoroka
City of Dawson
Box 308
Dawson City, YT Y0A 1G0

Dear Mayor Potoroka:

Re: Mining within Municipal Boundaries

Thank you for your letter of July 19, 2019, informing us of the City of Dawson's decision respecting the requirements for individuals wishing to engage in mining activity on mineral claims that have been located within the municipal boundary. Mineral Resources Branch staff currently do advise claimholders of the need to contact municipal governments if the claims fall within a municipality and I will advise my staff to continue with this practice.

In response to reoccurring conflicts around mineral staking and mining within municipalities and other communities, the Yukon government will be actively engaging with stakeholders, including the Council of the City of Dawson, to develop a policy on mineral staking and development in planned and zoned communities.

Officials from the departments of Energy, Mines and Resources and Community Services will be available to meet with you to discuss your letter and our process for engaging on the policy going forward. Krysti Horton, Manager, Regional Land Use Planning, will be in touch to schedule a discussion with your staff in the fall.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ranj Pillai". The signature is fluid and cursive.

Ranj Pillai
Minister of Energy, Mines and Resources

A handwritten signature in blue ink, appearing to read "John Streicker". The signature is fluid and cursive.

John Streicker
Minister of Community Services

Cc Premier Silver, Klondike MLA

THE CITY OF DAWSON
RECREATION BOARD MEETING #R19-04
Monday, April 8, 2019
Recreation Office – Art and Margaret Fry Recreation Centre

MINUTES

PRESENT:	Members	Peter Menzies Paul Robitaille Catherine McCrystal
	Staff	Marta Selassie

ABSENT:	Monna Sprokkreeff Dawn Kisoun Gwyneth Williams JP Hawkins
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CALL TO ORDER:

Peter Menzies, with the consensus of all members present, called meeting R19-04 to order at 5:30 pm.

1. AGENDA:

- a. Moved by Paul Robitaille, seconded by Peter Menzies, that Recreation Board Agenda R19-04 be accepted as presented. (R19-04-01)

CARRIED 3-0

2. DELEGATION:

- a.

3. MINUTES:

- a. Moved by Peter Menzies, seconded by Catherine McCrystal that Recreation Board minutes R19-03 be accepted as presented. (R19-04-02)

CARRIED 3-0

4. BUSINESS ARISING FROM MINUTES:

- a.

5. CORRESPONDENCE:

- a.

6. FINANCIALS:

- a.

7. GRANTS:

- a. Moved by Paul Robitaille, seconded by Catherine McCrystal that the Recreation Board grant \$160 to Chuck Barber towards registration for the Canada stick curling championships in PEI (R19-04-03).

CARRIED 3-0

- b. Moved by Paul Robitaille, seconded by Catherine McCrystal that the Recreation Board grant North Stars Volleyball \$600 towards regulation sized volleyballs and storage bags (R19-04-04).

CARRIED 3-0

8. RECEIPT APPROVAL:

- a.

9. PLANNING:

- a. Recreation Master Plan – Jane Koepke met with the board at the previous meeting to discuss recreation in Dawson. The board reviewed and discussed the interim report. An invitation to participate in the next stages of the planning process as part of the internal working group was extended to the recreation board. The board would like to be made aware of the meetings and if people are available to attend, they will.

10. OTHER BUSINESS:

- a. North Stars Volleyball funding request – the board overlooked a portion of the funding request from this group requesting equipment purchase. The recreation manager brought this back to the board for consideration as it meets the policy criteria.

Moved by Paul Robitaille, seconded by Catherine McCrystal that the Recreation Board grant North Stars Volleyball \$600 towards regulation sized volleyballs and storage bags (R19-04-04).

CARRIED 3-0

11. NEXT MEETING:

- a. Monday, May 13 2019 5:30 pm.

ADJOURNMENT: The meeting adjourned at 6:13 pm

originals signed by
Chair Person
Peter Menzies

originals signed by
Recreation Manager
Marta Selassie