



THE CITY OF DAWSON

COUNCIL MEETING #C18-08

MONDAY, FEBRUARY 26, 2018

7:00 p.m.

Council Chambers, City of Dawson Office

AGENDA

1. **CALL TO ORDER**
 - a) Letter from Steve Nordick, Aurora Inn Inc RE: Water and Sewer Rates – *Time Sensitive*
2. **ACCEPTANCE OF ADDENDUM AND ADOPTION OF THE AGENDA**
 - a) Council Meeting Agenda #C18-08
3. **DELEGATIONS AND GUESTS**
4. **BUSINESS ARISING FROM DELEGATIONS**
5. **ADOPTION OF THE MINUTES**
 - a) Special Council Meeting Minutes #C18-04 of January 30, 2018
 - b) Special Council Meeting Minutes #C18-05 of February 7, 2018
 - c) Council Meeting Minutes #C18-06 of February 12, 2018
 - d) Special Council Meeting Minutes #C18-07 of February 16, 2018
6. **BUSINESS ARISING FROM MINUTES**
 - a) Special Council Meeting Minutes #C18-04 of January 30, 2018
 - b) Special Council Meeting Minutes #C18-05 of February 7, 2018
 - c) Council Meeting Minutes #C18-06 of February 12, 2018
 - d) Special Council Meeting Minutes #C18-07 of February 16, 2018
7. **FINANCIAL AND BUDGET REPORTS**
 - a) 2018 Accounts Payable Report RE: Cheque Run #18-04
8. **SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**
 - a) Request for Decision RE: Heritage Advisory Committee New Appointment
 - b) Request for Decision RE: Trail Development Memorandum of Understanding between the City of Dawson and Tr'ondëk Hwëch'in
 - c) Request for Decision RE: Asset Management System Implementation Phase 1 - Contract Award
 - d) Request for Decision RE: Request for Building Extension Lot 45, Dome
 - e) Request for Decision RE: Land Sale Agreement Lot 3, Block LH, Ladue Estate
 - f) Request for Decision RE: Dredge Tailings Municipal Historic Site Nomination
 - g) Proclamation RE: Thaw-Di-Graw in the City of Dawson, March 16-18, 2018
9. **BYLAWS AND POLICIES**
 - a) Bylaw #2018-03 being the 2018 Annual Operating Budget and Capital Expenditure Program Bylaw - Second Reading
 - b) Bylaw #2018-04 being the 2018 Tax Levy Bylaw - Second Reading
 - c) Bylaw #2018-05 being the Fees and Charges 2018 Amendment to Bylaw #13-05 Bylaw - Second Reading
 - d) Policy #07-03 being the Code of Conduct for Mayor and Councillors - Review
10. **CORRESPONDENCE**
 - a) RCMP, Dawson Detachment, "M" Division – January 2018 Policing Report
 - b) Committee of Whole Meeting Minutes #CW18-02
 - c) Letter from Steve Nordick, Aurora Inn Inc RE: Water and Sewer Rates – *If accepted*
11. **PUBLIC QUESTIONS**
12. **IN CAMERA SESSION**
 - a) Legal Related Matter
 - b) Human Resource Related Matter
13. **ADJOURNMENT**

MINUTES OF SPECIAL COUNCIL MEETING #C18-04 of the council of the City of Dawson held on Tuesday, January 30, 2018 at 12:00 PM in the City of Dawson Council Chambers.

PRESENT: Mayor Wayne Potoroka
Councillor Jay Farr
Councillor Bill Kendrick
Councillor Stephen Johnson

ABSENT: Councillor Kyla MacArthur

ALSO PRESENT: A/CAO Christine Smith
CDO Clarissa Huffman

Agenda Item: Call to Order

Mayor Potoroka called special council meeting #C18-04 to order at 12:00 PM.

Agenda Item: Agenda

C18-04-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for special council meeting # C18-04 of January 30, 2018 be adopted as presented.
Motion Carried 4-0

Agenda Item: In Camera Session

C18-04-02 Moved by Mayor Potoroka, seconded by Councillor Kendrick that council move into a closed session of committee of the whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing a land related matter.
Motion Carried 4-0

a) Land Related Matter

C18-04-03 Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole reverts to an open session of council and proceeds with the agenda.
Motion Carried 4-0

Agenda Item: Adjournment

C18-04-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that special council meeting C18-04 be adjourned at 1:10 PM with the next regular council meeting being February 12, 2018.
Motion Carried 4-0

THE MINUTES OF SPECIAL COUNCIL MEETING C18-04 WERE APPROVED BY COUNCIL RESOLUTION #C18-__-__ AT COUNCIL MEETING #C18-__ OF FEBRUARY 26, 2018.

Wayne Potoroka, Mayor

Christine Smith, A/CAO

MINUTES OF SPECIAL COUNCIL MEETING #C18-05 of the council of the City of Dawson held on Wednesday, February 7, 2018 immediately following committee of the whole meeting CW18-04 in the City of Dawson Council Chambers.

PRESENT: Mayor Wayne Potoroka
Councillor Jay Farr
Councillor Bill Kendrick
Councillor Stephen Johnson

ABSENT: Councillor Kyla MacArthur

ALSO PRESENT: CAO (via phone) Christine Smith
A/CAO Louis Gerberding
A/EA Brooke Edmonds
CDO Clarissa Huffman
CFO Obrian Kydd
Rec. Manager Marta Selassie

Agenda Item: Call to Order

Mayor Potoroka called special council meeting #C18-05 to order at 10:15 PM.

Agenda Item: Agenda

C18-05-01 Moved by Councillor Johnson, seconded by Councillor Kendrick that the agenda for Special Council Meeting # C18-05 of February 7, 2018 be adopted as presented.
Motion Carried 4-0

Agenda Item: KDO Community Housing Development

C18-05-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that council move into a closed session of committee of the whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing a land related matter.
Motion Carried 4-0

C18-05-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that council reverts to an open session of council and proceeds with the agenda.
Motion Carried 4-0

C18-05-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that council direct administration to prepare a Letter of Offer for the purchase of Lot 13 and part of Lot 12, Block I, Ladue Estate, Plan 8338A for \$120,000, conditional upon KDO securing financing.
Motion Carried 4-0

C18-05-05 Moved by Mayor Potoroka, seconded by Councillor Kendrick that council enter into a contractual agreement with Klondike Development Organization that considers the interests of both parties with respect to the development of Lot 13 and part of Lot 12, Block I, Ladue Estate, Plan 8338A.
Motion Carried 4-0

- C18-05-06** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council approve a Major Development Incentive as per the Development Incentive Policy and direct administration to facilitate the signing of a Development Incentive Agreement, subject to the conditions presented in the request for decision and as per the concepts contained in the KDO's Community Housing development business plan prepared January 2018.
Motion Carried 4-0
- C18-05-07** Moved by Mayor Potoroka, seconded by Councillor Johnson that council decline to waive the load capacity charge and associated labour costs.
Motion Carried 4-0

Agenda Item: Adjournment

- C18-05-08** Moved by Mayor Potoroka, seconded by Councillor Johnson that special council meeting C18-05 be adjourned at 11:03 PM with the next regular council meeting being February 12, 2018.
Motion Carried 4-0

THE MINUTES OF SPECIAL COUNCIL MEETING C18-05 WERE APPROVED BY COUNCIL RESOLUTION #C18-__ - __ AT COUNCIL MEETING #C18-__ OF FEBRUARY 26, 2018.

Wayne Potoroka, Mayor

Christine Smith, A/CAO

MINUTES OF COUNCIL MEETING #C18-06 of the council of the City of Dawson held on Wednesday, February 12, 2018, 7:00PM in the City of Dawson Council Chambers.

PRESENT: Mayor Wayne Potoroka
Councillor Jay Farr
Councillor Bill Kendrick
Councillor Stephen Johnson

ABSENT: Councillor Kyla MacArthur

ALSO PRESENT: CAO Christine Smith
A/EA Brooke Edmonds
CDO Clarissa Huffman
Senior Finance Officer Anne Mendelsohn

Agenda Item: Call to Order

Mayor Potoroka called council meeting #C18-06 to order at 7:00 PM.

Agenda Item: Agenda

C18-06-01 Moved by Mayor Potoroka, seconded by Councillor Kendrick that the agenda for Council Meeting #C18-06 of February 12, 2018 be adopted as amended.
Motion Carried 4-0

Agenda Item: Adoption of the Minutes

C18-06-02 Moved by Councillor Johnson, seconded by Councillor Kendrick that the minutes of special council meeting #C18-01 of January 10, 2018 are approved as presented.
Motion Carried 4-0

C18-06-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that the minutes of council meeting #C18-02 of January 15, 2018 are approved as presented.
Motion Carried 4-0

C18-06-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that the minutes of special council meeting #C18-03 of January 25, 2018 are approved as presented
Motion Carried 4-0

Agenda Item: Business Arising from the Minutes

a) Council Meeting #C18-02 of January 15, 2018

Council inquired if there was further information RE: Tr'ondëk Hwëch'in Youth Centre Project. The CAO will resend information to council.

Agenda Item: Financial and Budget Reports

C18-06-05 Moved by Councillor Johnson, seconded by Councillor Kendrick that council move into committee of the whole for the purposes of talking to Anne.
Motion Carried 4-0

Anne clarified items for council.

C18-06-06 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee revert to council and proceeds with the agenda.
Motion Carried 4-0

C18-06-07 Moved by Councillor Farr, seconded by Councillor Johnson that council acknowledge receipt of the 2018 account payable reports #17-24, #18-01, #18-02, and #18-03; provided for informational purposes.
Motion Carried 4-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

C18-06-08 Moved by Councillor Johnson, seconded by Councillor Farr that council approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$1000
Motion Carried 4-0

C18-06-09 Moved by Councillor Kendrick, seconded by Councillor Johnson that council approve Subdivision Application #17-124, subject to the conditions presented in the request for decision
Motion Carried 4-0

C18-06-10 Moved by Councillor Johnson, seconded by Councillor Kendrick that council direct the CAO to release a Notice of Intent RE: Moosehide Slide, as the next step of the Designated Municipal Historic Site by-law process, in accordance with the timelines set by the Heritage By-Law.
Motion Carried 4-0

C18-06-11 Moved by Councillor Johnson, seconded by Councillor Kendrick that council approve the consolidation request, subject to the conditions presented in the request for decision.
Motion Carried 4-0

C18-06-12 Moved by Councillor Johnson, seconded by Councillor Kendrick that council move into committee of the whole for the purposes of discussing the North End Planning contract award.
Motion Carried 4-0

C18-06-13 Moved by Councillor Johnson, seconded by Councillor Kendrick that council move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing the North End Planning contract.
Motion Carried 4-0

C18-06-14 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to an open session of council to proceed with the agenda.
Motion Carried 4-0

C18-06-15 Moved by Councillor Kendrick, seconded by Mayor Potoroka that the resolution RE: North End Planning Contract Award be tabled.
Motion Defeated 2-2

C18-06-16 Moved by Mayor Potoroka, seconded by Councillor Kendrick that the resolution RE: North End Planning Contract Award be moved to Special Council Meeting C18-07 on Friday, February 16, 2018 at 12:00PM.
Motion Carried 3-1

Agenda Item: Bylaws and Policies

C18-06-17 Moved by Mayor Potoroka, seconded by Councillor Johnson that bylaw #2018-01 being the Official Community Plan Amendment No. 7 Bylaw be given first reading.
Motion Carried 4-0

Agenda Item: Correspondence

C18-06-18 Moved by Councillor Kendrick, seconded by Councillor Johnson that council acknowledge receipt of the following correspondence for informational purposes:

- Recreation Board Meeting Minutes #R17-06
- Committee of Whole Meeting Minutes #CW18-01
- RCMP, Dawson Detachment, "M" Division – December 2017 Policing Report
- Minister Ranj Pillai RE: Klondike East Bench Area

Motion Carried 4-0

Agenda Item: Public Questions

C18-06-19 Moved by Councillor Kendrick, seconded by Councillor Johnson that council move into committee of the whole for the purposes of question period.
Motion Carried 4-0

Mr. Dan Davidson inquired about the Klondike East Bench Report and the likeliness of this issue being resolved before the municipal election. Council responded that they do not read any clear answers at this time, but commented that council is happy to see that the City will be playing a lead role in the discussions on the current and long-term uses.

C18-06-20 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with the agenda.
Motion Carried 4-0

Agenda Item: Adjournment

C18-06-21 Moved by Councillor Kendrick, seconded by Councillor Johnson that council meeting C18-06 be adjourned at 8:23 PM with the next regular council meeting being February 26, 2018.
Motion Carried 3-1

THE MINUTES OF SPECIAL COUNCIL MEETING C18-06 WERE APPROVED BY COUNCIL RESOLUTION #C18-__-__ AT COUNCIL MEETING #C18-__ OF FEBRUARY 26, 2018.

MINUTES OF SPECIAL COUNCIL MEETING #C18-07 of the council of the City of Dawson held on Wednesday, February 16, 2018, 12:00 PM in the City of Dawson Council Chambers.

PRESENT:

Mayor	Wayne Potoroka
Councillor	Jay Farr
Councillor	Bill Kendrick
Councillor	Stephen Johnson
Councillor	Kyla MacArthur

ALSO PRESENT:

CAO	Christine Smith
A/EA	Brooke Edmonds
CDO	Clarissa Huffman
CFO	Obrian Kydd

Agenda Item: Call to Order

Mayor Potoroka called special council meeting #C18-07 to order at 12:01 PM.

Agenda Item: Agenda

C18-07-01 Moved by Mayor Potoroka, seconded by Councillor MacArthur that the agenda for Special Council Meeting #C18-07 of February 16, 2018 be adopted as presented.
Motion Carried 4-0

Agenda Item: KDO Community Housing Development

Councillor Kendrick joined Council at 12:03

Council commented that changes may still need to be made prior to the next readings of bylaws #2018-03, #2018-04, #2018-05. Council also noted that the template for the above mentioned bylaws is being modified, thus the format used in the C18-07 package will not be the official template for the final readings of the bylaws. The CAO will update these templates.

C18-07-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that bylaw #2018-03 being the *Annual Operating Budget and Capital Expenditure Program Bylaw* be given first reading.
Motion Carried 5-0

C18-07-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that bylaw #2018-04 being the *2018 Tax Levy Bylaw* be given first reading.
Motion Carried 5-0

C18-07-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that bylaw #2018-05 being the *2018 Fees and Charges Bylaw* be given first reading.
Motion Carried 5-0

C18-07-05 Moved by Councillor Johnson, seconded by Councillor Kendrick that council Council move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing the North End Planning contract award (financial related matter).
Motion Carried 5-0

- C18-07-06** Moved by Councillor Johnson, seconded by Mayor Potoroka that committee of the whole reverts to an open session of council and proceeds with the agenda.
Motion Carried 5-0
- C18-07-07** Moved by Mayor Potoroka, seconded by Councillor Johnson that council direct staff to award the contract for the North End Planning to Groundswell for \$49,932.75.
Motion Carried 5-0

Agenda Item: Adjournment

- C18-07-08** Moved by Councillor Kendrick, seconded by Councillor Johnson that special council meeting C18-07 be adjourned at 12:23 PM with the next regular council meeting being February 12, 2018.
Motion Carried 5-0

THE MINUTES OF SPECIAL COUNCIL MEETING C18-07 WERE APPROVED BY COUNCIL RESOLUTION #C18-__-__ AT COUNCIL MEETING #C18-__ OF FEBRUARY 26, 2018.

Wayne Potoroka, Mayor

Christine Smith, A/CAO

A

Cheque Num	Vendor Name	Purchases Amount	Description 2
52040	(S)hiver Arts Society	\$ 1,000.00	REC - Grant
52041	Air North	\$ 93.41	PW - Freight Water Sampling
52041	Air North	\$ 76.96	PW - Freight Water Sampling
52041	Air North	\$ 99.71	PW - Freight Water Sampling
52041	Air North	\$ 93.41	PW - Freight Water Sampling
52041	Air North	\$ 99.71	PW - Freight Water Sampling
52041	Air North	\$ 74.51	PW - Freight Water Sampling
52041	Air North	\$ 93.41	PW - Freight Water Sampling
52042	Arctic Inland Resources Ltd.	\$ 105.04	PW - Landfill Outhouse
52042	Arctic Inland Resources Ltd.	\$ 98.18	PW - Sidewalk Materials
52042	Arctic Inland Resources Ltd.	\$ 105.11	PW - Landfill Outhouse
52043	Bishop Plumbing, Heating and Refrigeration	\$ 315.00	PW - Boiler Servicing
52043	Bishop Plumbing, Heating and Refrigeration	\$ 422.10	ADM - Boiler Servicing
52043	Bishop Plumbing, Heating and Refrigeration	\$ 315.00	ADM - Boiler Servicing 8th Ave
52043	Bishop Plumbing, Heating and Refrigeration	\$ 207.90	PS - Boiler Servicing
52044	Black Press Group Ltd.	\$ 614.25	ADM - Advertising
52045	Bonanza Market	\$ 143.94	PS - Special Events
52046	Canadian Tire	\$ 268.76	PW - 4 Steel Rim Wheels
52047	Chief Isaac Incorporated	\$ 259.88	PW - Contracted Snow Removal
52047	Chief Isaac Incorporated	\$ 897.79	REC - Contracted Services
52047	Chief Isaac Incorporated	\$ 259.88	PW - Contracted Snow Removal
52047	Chief Isaac Incorporated	\$ 992.27	REC - Contracted Services
52048	Dawson Chamber of Commerce	\$ 2,150.00	<i>volunteer appreciation</i>
52049	Dawson City General Store	\$ 15.33	ADM - Office Supplies
52049	Dawson City General Store	\$ 67.96	ADM - Office Supplies
52049	Dawson City General Store	\$ 5.43	ADM - Office Supplies
52049	Dawson City General Store	\$ 37.98	PW - Staff Room Coffee
52050	Dawson Hardware Ltd	\$ 8.68	ADM - Building R&M
52050	Dawson Hardware Ltd	\$ 7.16	ADM - 8th Ave R&M
52050	Dawson Hardware Ltd	\$ 149.30	PW - Vacuum for Grinder
52050	Dawson Hardware Ltd	\$ 26.44	PW - Shop Supplies
52050	Dawson Hardware Ltd	\$ 23.61	PW - Thermometer for Pumphouse
52050	Dawson Hardware Ltd	\$ 49.85	PW - Water Sampling Tools
52050	Dawson Hardware Ltd	\$ 89.34	PW - Landfill Outhouse
52050	Dawson Hardware Ltd	\$ 45.34	PW - Shop Supplies
52050	Dawson Hardware Ltd	\$ 10.86	PW - Landfill Outhouse
52050	Dawson Hardware Ltd	\$ 77.15	PW - Upright Steel Storage
52050	Dawson Hardware Ltd	\$ 45.82	PW - Lock Set & Keys
52050	Dawson Hardware Ltd	\$ 7.93	PW - Plug for Winter Cord
52050	Dawson Hardware Ltd	\$ 9.45	PW - Snow Removal Gear
52050	Dawson Hardware Ltd	\$ 43.45	PW - Snow Removal Gear
52050	Dawson Hardware Ltd	\$ 24.56	PW - Extension Cord for Wells
52050	Dawson Hardware Ltd	\$ 7.08	PW - Batteries
52051	Ed Repair	\$ 20,475.00	PW - Waste Contracted Service
52052	Emco Corporation	\$ 309.57	REC - Arena Repair
52053	Everitt, Crystal	\$ 80.00	REC - Key Fob Refund
52054	Grenon Enterprises Ltd.	\$ 367.50	PW - Contracted Services
52054	Grenon Enterprises Ltd.	\$ 2,958.38	PW - Contracted services
52054	Grenon Enterprises Ltd.	\$ 525.00	PW - Thaw Turner St. Outfall
52054	Grenon Enterprises Ltd.	\$ 8,251.43	PW - Contracted Services Snow
52054	Grenon Enterprises Ltd.	\$ 157.50	PW - Landfill Outhouse Rental
52055	Klondike Business Solutions	\$ 34.11	ADM - Photocopier

Cheque Num	Vendor Name	Purchases Amount	Description
52055	Klondike Business Solutions	\$ 83.69	PW - Photocopier Meter Reading
52056	Klondike Visitor's Association	\$ 1,000.00	REC - Grant
52056	Klondike Visitor's Association	\$ 1,000.00	MISC - Grant Adm
52057	Klondike Sun Newspaper	\$ 582.75	ADM - Advertising
52057	Klondike Sun Newspaper	\$ 210.00	CABLE - Advertising
52058	Kluane Freightlines Ltd	\$ 164.06	ADM - Freight
52059	Kydd, Obrian	\$ 669.85	ADM - Accomodation
52059	Kydd, Obrian	\$ 5,328.15	ADM - Transportation
52060	Lackowicz & Hoffman LLP	\$ 10,473.75	ADM - Legal Fees
52061	Lancaster, Jeremy	\$ 836.38	PW - Material Refund
52062	Lerdergerber, Maria	\$ 46.03	Credit Refund P tax
52063	Marks, Kate	\$ 90.00	REC - Program Refund
52064	Maxxam Analytics	\$ 158.55	PW - Water Sampling
52065	McLeod, Charles	\$ 40.00	REC - FOB Refund
52066	Mendelsohn, Anne	\$ 191.20	ADM - Mental Heath Workshop
52067	Mic Mac Motors (Yukon) Limited	\$ 49,762.48	PS - Command Vehicle
52068	N.A. Jacobsen	\$ 231.00	ADM - Professional Fees
52069	North 60 Petro	\$ 979.29	PW - Vehicle Fuel
52069	North 60 Petro	\$ 275.52	PW - Backhoe Fuel
52069	North 60 Petro	\$ 162.35	REC - Vehicle Fuel
52069	North 60 Petro	\$ 169.16	PS - Vehicle Fuel
52069	North 60 Petro	\$ 61.35	PW - Vehicle Fuel
52069	North 60 Petro	\$ 605.42	PW - Building Fuel
52069	North 60 Petro	\$ 572.13	ADM - Building Fuel
52069	North 60 Petro	\$ 245.20	PS - Fire Hall Fuel
52069	North 60 Petro	\$ 4,803.73	REC - Arena Building Fuel
52069	North 60 Petro	\$ 1,357.80	PW - Pumphouse Building Fuel
52069	North 60 Petro	\$ 922.79	PW - Building Fuel
52070	Northern Superior Mechanical	\$ 26.58	PW - Antifreeze & Oil
52071	A Ray of Sunshine	\$ 25.17	REC - Girl Power Crafts
52072	Regimbal, Jim	\$ 649.26	PS - Command Vehicle Decals
52073	Regional Maple Leaf Communications Inc.	\$ 291.90	PW - Ads in Magazine
52074	Smith, Christine	\$ 9,100.00	ADM - Professional Fees
52075	Soucy, Matt	\$ 40.00	REC - FOB Refund
52076	Spriggs Financial Services	\$ 1,872.00	ADM - Professional Fees
52077	Total North Communications Ltd	\$ 7,864.50	ADM - Network Upgrade
52077	Total North Communications Ltd	\$ 303.45	ADM - Office Supplies
52077	Total North Communications Ltd	\$ 177.39	ADM - Telephone & Fax
52077	Total North Communications Ltd	\$ 34.34	CABLE - Telephone & Fax
52077	Total North Communications Ltd	\$ 68.67	PS - Telephone & Fax
52077	Total North Communications Ltd	\$ 143.06	PW - Telephone & Fax
52077	Total North Communications Ltd	\$ 148.79	REC - Telephone & Fax
52078	Trinus Technologies Inc.	\$ 152.25	ADM - Network Support
52078	Trinus Technologies Inc.	\$ 76.13	ADM - Network Support
52078	Trinus Technologies Inc.	\$ 1,212.12	ADM - Network Support
52079	Wallace, Skye	\$ 40.00	REC - FOB Refund
52080	WSP Canada Inc	\$ 3,360.00	REC - Contract Docs Seismic
52080	WSP Canada Inc	\$ 3,386.25	REC - Structural Engineer Serv
52081	Yukon Energy Corporation	\$ 2,597.83	PW - Street Lights
52082	Yukon Government-Finance	\$ 953.00	REC - Grant Payback
CASH	Ceridian	\$ 34.56	
CASH	Ceridian	\$ 19,162.77	



THE CITY OF DAWSON

Request for Decision

TO: Mayor and Council
FROM: Clarissa Huffman, Community Development & Planning Officer (CDO)
DATE: 01 February, 2018
SUBJECT: Heritage Advisory Committee New Appointment

RECOMMENDATION

It is respectfully recommended that Council:

1. Appoint Eve Dewald to the Heritage Advisory Committee for a term ending on September 30, 2019.

PURPOSE

To appoint a new member to the Heritage Advisory Committee.

BACKGROUND

The Heritage Advisory Committee serves at the pleasure of Council, as per the terms laid out in Heritage Advisory Committee By-Law #09-06. Section 3 of the By-Law requires that Council appoint by resolution no less than three and no more than 5 members to the Committee.

The Committee currently consists of the following members:

- Jim Williams (chair)
- Angharad Wenz
- Greg Dumka (on leave)
- Patrik Pikalek

CURRENT STATUS

An advertisement was released in September 2017 notifying the public of a vacancy on this committee, and no responses were received. With one committee member on leave

for personal reasons, the Committee currently has the minimum number of members, and therefore often has difficulty reaching quorum.

CONSIDERATIONS / DISCUSSION

A quorum of three members is required to pass resolutions that serve as recommendations to the Community Development Officer and Council. With only three active members, it is often difficult to achieve quorum at meetings. Appointing Ms. Dewald to the Committee ensures that the committee meets on a regular basis, which provides a higher level of consistency for applicants who rely on HAC recommendations to be processed as a part of their development permit approval process.

Another call for members will be released in September 2018 as per the Heritage Advisory Committee By-Law.

IMPLICATIONS

General: Appointing Ms. Dewald will aid the Committee in achieving quorum more regularly, providing consistency to the Committee and to applicants.

Financial: There are no financial impacts associated with this decision.

Communication: Ms. Dewald will be notified of this decision and provided with an orientation of the operating procedures of the Committee.

OPTIONS

Council may consider one of the following options regarding this request:

1. Appoint Eve Dewald to the Heritage Advisory Committee for a term ending on September 30, 2019, as recommended.
2. Decline to appoint Eve Dewald to the Heritage Advisory Committee.
3. Defer this decision with direction to staff on where more information can be provided.

APPENDICES / SCHEDULES

None required.

APPROVAL & CAO COMMENTS

Respectfully Submitted,

Clarissa Huffman, CDO

Date

I have reviewed and have no further comments regarding this report.

Christine Smith, A/CAO

Date

THE CITY OF DAWSON

Request for Decision



TO: Mayor and Council
FROM: Marta Selassie, Recreation Manager
DATE: February 19, 2018
SUBJECT:

RECOMMENDATION

THAT Council approve the trail development MOU with Tr'ondëk Hwëch'in for signing at the joint meeting of both Councils.

PURPOSE

To obtain approval from Council to proceed with the trail development MOU between the City of Dawson and Tr'ondëk Hwëch'in.

BACKGROUND

In 2015, as a result of the Dome Road realignment, work on the Dawson Trail Management Plan was initiated. This plan included Partnerships and Collaboration as a guiding principle. In 2017, as one of the READI initiatives a Regional Trails Opportunities Assessment was completed. This included a recommendation for Tr'ondëk Hwëch'in to partner with the City of Dawson to implement the Trail Management Plan and enhance the Midnight Dome trail network, with particular focus on TH youth employment.

Recognizing that both the City and Tr'ondëk Hwëch'in are stewards of the land and both organizations have a vested interest in trail development within our community, a joint meeting with both councils was held on August 14. The discussion focused on moving forward in a strategic manner to access funding and achieve common goals.

Council was presented with a draft copy of the MOU for review and feedback during an in-camera session of the Committee of the Whole meeting on October 16, 2017. At this meeting council requested one small edit.

CURRENT STATUS

The agreement has been reviewed and approved by Tr'ondëk Hwëch'in Chief and Council and City of Dawson council and is ready for signatures by both governments.

IMPLICATIONS

Financial:

- partnering with the First Nation and the S2S crew has money saving potential for project management and labour and increased funding opportunities

RELEVANT CONSULTATION

This document has been reviewed by both governments.

ALIGNMENT TO OFFICIAL COMMUNITY PLAN & MUNICIPAL PRIORITIES

This agreement aligns with the Municipal Act, Official Community Plan and Integrated Community Sustainability Plan.

OPTIONS

1. Council approve the MOU for signing.
2. Council not approve the MOU for signing.

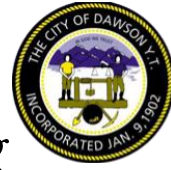
APPENDICES / SCHEDULES

- MOU

APPROVAL & CAO COMMENTS



Memorandum of Understanding



Between
the First Nation of Tr'ondek Hwëch'in
and
the City of Dawson

Collectively referred to as the "Parties"

PURPOSE:

The purpose of this MOU is to form a partnership of cooperation in the work of trail development and management within the community of Dawson City and the surrounding Klondike region for the Parties mutual benefit.

WHEREAS the Tr'ondek Hwëch'in, as the original inhabitants of the region, and who have resided over a vast network of trails utilized for subsistence hunting, gathering, trapping, maintaining social ties, and trading, for millennia, have a unique relationship with trails in the region;

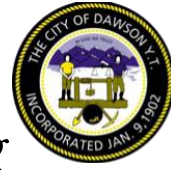
WHEREAS the City of Dawson, with authority under the *Municipal Act*, (Section 277) passed the Official Community Plan Bylaw #12-23, which proposes to maintain a walkable community; encourage the use of non-motorized transportation; and maintain and develop trail linkages between rural neighbourhoods and the Historic Townsite;

WHEREAS Tr'ondek Hwëch'in recognizes that trails remain a key point of connection between its citizens and the land, and wishes to preserve a way of life that is based upon an economic and spiritual relationship with the land;

WHEREAS the Parties recognize that trails function as places for learning about nature, culture and history and that also foster strengthened connections to the land;



Memorandum of Understanding



WHEREAS the Parties share numerous common values and objectives, including the recognition that trails, and well-considered, respectful trail development and management, supports access to the land, which in turn fosters appreciation of heritage, helps build community spirit and a sense of stewardship.

WHEREAS the Parties recognize that properly managed and planned trails can mitigate conflicts and help decrease pressure on sensitive habitats and wildlife and help protect the region's ecological integrity;

WHEREAS Tr'ondëk Hwëch'in youth have taken a lead role in trail development in the region in recent times, and the Parties wish to respect and support that enthusiasm in future trails developments;

WHEREAS a guiding principle of the Regional Economic Development Plan for the Tr'ondëk Hwëch'in Traditional Territory is to engage in sustainable land use practices that preserve fair public access to the land base and acknowledge multiple use values that create opportunities and benefits for all sectors of the economy;

WHEREAS both Parties share in the goals of the Regional Economic Development Plan of sustainable, well-paying jobs; a diverse economic base and an attractive quality of life;

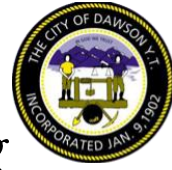
WHEREAS the Parties recognize that by the activities they sustain, trails are an important part of tourism infrastructure, and trail development also supports the desire for the Tr'ondëk Hwëch'in to be innovative and more diversified in job creation;

WHEREAS the Parties share responsibility for managing lands within municipal boundaries and promoting the well-being of Dawson residents;

WHEREAS there are reciprocal obligations in the Tr'ondëk Hwëch'in Self Government



Memorandum of Understanding

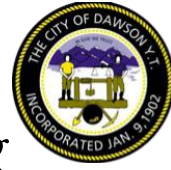


Agreement for the Parties to Consult each other when a proposed use of Settlement or Non-Settlement Land within the municipality may have a significant impact on the use of adjacent Non-Settlement or Settlement Land, as the case may be, for the purpose of resolving an actual or potential incompatibility in land use; and

WHEREAS the Parties appreciate each others' interests and responsibilities and recognize the many benefits of exercising their collective authority to move forward together by forming a trail development and management partnership for the region.



Memorandum of Understanding



THEREFORE this MOU sets out the understanding of the Parties as follows:

The Parties agree:

To work together in unity to leave a positive legacy for future generations and create a healthy vibrant community by investing in the quality of life of the community;

To respect each other's legislated jurisdiction and responsibilities within the region, and support each other in protecting and advancing each other's respective rights and interests;

To respect the rights and interests of Tr'ondëk Hwëch'in citizens under the Tr'ondëk Hwëch'in Final and Self-Government Agreements, support the protection and maintenance of access to traditional trails within the region, and ensure the cultural heritage and history of the Tr'ondëk Hwëch'in is acknowledged on interpretive materials and signage as trails are developed;

To work together to encourage all youth to become leaders in trail development by building capacity through training, apprenticeship, mentorship, and creating opportunities for employment and personal growth; and

To collaborate on projects of mutual interest, be strategic with funding, prevent conflicts, navigate regulatory hurdles, anticipate effects of these actions on the growth of the community, and ensure a coordinated, integrated approach to trail development and management for the socio-economic benefit of all residents in the region.

That the shared goals are as follows:

- Ensuring a diversity of quality recreational experiences for all trail users;
- Promoting user safety and minimizing conflict;
- Facilitating safe, convenient commuting between the Historic Townsite and other



Memorandum of Understanding

- neighbourhoods;
- Resolving existing and preventing future development/trail conflicts;
 - Enhancing community engagement, collaboration and benefits; and
 - Maintaining and developing trails in a manner that ensures a quality, sustainable trail network.

That this MOU is not the exclusive means by which either Party may work to achieve their goals with respect to trail development and management;

That this MOU will come into effect upon signing by both Parties and will terminate on March 31, 2023, but may also be terminated by either Party upon 30-days written notice to the other Party; and

That the principal contacts for this MOU are the Executive Director for Tr'ondëk Hwëch'in and the Chief Administrative Officer for City of Dawson, or such respective delegates as may be appointed by them.

SIGNED in Dawson City in the Yukon Territory

Chief Roberta Joseph
Tr'ondëk Hwëch'in

Date

Mayor Wayne Potoroka
City of Dawson

Date

THE CITY OF DAWSON

Request for Decision



TO: Mayor and Council
FROM: Trina Buhler, Project Manager City of Dawson
DATE: February 19, 2018
SUBJECT: Asset Management System Implementation Phase 1 – Tender Award

RECOMMENDATION

THAT Council award the Asset Management System Implementation Phase 1 tender to Lucity Canada for \$52,240.00.

AND

THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management System Implementation Phase 1.

THEREFORE THAT the Municipality commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Obtain and install asset management software
- Configure City of Dawson information

FURTHER THAT the Municipality commits \$50,000.00 from Gas Tax funding toward the costs of this initiative.

PURPOSE

To implement an organization-wide asset management processes to ensure the provision and development of municipal infrastructure is effective and efficient (Official Community Plan, Bylaw No. 12-23, 2012).

To ensure compliance with Public Sector Accounting Board (PSAB) standard PS 3150 which requires municipalities and First Nations to report Tangible Capital Assets (TCA) on their Statement of Financial Position effective January 1, 2009.

To ensure ongoing access to Gas Tax funding.

BACKGROUND

In preparation for the development of a City of Dawson asset management system, the following items have been achieved:

- Hiring of experienced City of Dawson Asset Manager/Project Manager
- Attendance at YG Committee of Practice Asset Management workshops by relevant staff
- Participation in different asset management software program demos
- Consultation with various Yukon Municipalities and First Nations re their experience with various asset management software programs
- Research of Asset Management funding sources

The Asset Management System Implementation – Phase 1 RFP went out to tender as per City of Dawson Procurement Policy on November 23, 2017 and closed on December 11, 2017. This resulted in the receipt of 3 proposals. Trina Buhler, Louis Gerberding, Amanda King, and Christine Smith scored all 3 proposals of which Lucity Canada was the top scorer.

The Lucity Canada's proposal outlined an off-the-shelf, easy to use, within budget product and strategy that uses the following implementation partners and their associated tasks:

- Lucity Canada: software and training
- SEG Consulting Inc.: IT audit and installation, information configurations, and data conversion
- Associated Engineering: gap analysis and process mapping

Upon checking, City of Dawson received positive references from three municipalities (Watson Lake, YT, Sylvan Lake, AB, and Vancouver, WA) who had also used Lucity Canada for their asset management system.

Trina Buhler, Louis Gerberding, Obrian Kydd, and Christine Smith participated in a web-based demo and question/answer session with Lucity Canada. This session was successful in answering various questions re compatibility with existing software, process of implementation and timeframe, future upgrades, mobility/smart phone features, GIS features, work order features, verification of costs/associated costs, and training.

CURRENT STATUS

The City of Dawson is poised to award Asset Management System Implementation Phase 1 tender to Lucity Canada for the following proposal amounts:

- \$52,240.00 one-time implementation cost
- \$10,000.00 annual licensing fee for 10 users

CONSIDERATIONS / DISCUSSION

The one-time implementation cost of \$52,240.00 is \$2240.00 over budget. To offset this cost, Administration would like to apply for both Gas Tax funding and Municipal Asset Management Program (MAMP) funding.

In order to be eligible for Municipal Asset Management Program (MAMP) funding The City of Dawson will need to provide proof of a resolution drafted and adopted by Council to:

- a. direct Administration to apply for the funding for the listed activities, and
- b. state the amount of City of Dawson funds committed for the listed activities.

The annual licensing fee of \$10,000.00 will be built into the Public Works O+M budget.

The bids were scored based on the following weighted criteria:

- a. Relevant experience 15%
- b. Training, support, and maintenance 15%
- c. Technology and capabilities 40%
- d. Project cost (one-time implementation cost / ongoing costs) 30%

Of the three bids received, Lucity Canada provided the City with the lowest one-time implementation costing, and the second lowest ongoing costing.

Based on references and demos, the Lucity Canada interface is one that is easy to use and can be accessed via smart phone. These were important items when looking at future uses as a work order system and obtaining buy-in from crew.

IMPLICATIONS**General:**

Awarding this contract will bring the City of Dawson closer to understanding the costs associated with maintaining existing assets and provide a tool for strategic capital planning.

Staffing:

Awarding this project will mean an investment in time by all staff to train and familiarize themselves with the software required to implement the organization-wide strategy.

The City of Dawson Project Manager will act as the Administrator for the AMS.

Financial:

A budget of \$50,000.00 was set aside for this contract.

If directed by Council, Administration will apply for Federation of Canadian Municipalities (FCM) funding which will cover a maximum of \$50,000.00 of the project cost.

The Public Works Department has set aside \$10,000.00 in the 2018 O+M budget for the annual licensing fees associated with the asset management software.

Policy / Legislated Requirements:

Public Sector Accounting Board (PSAB) standard PS 3150 which requires municipalities and First Nations to report Tangible Capital Assets (TCA) on their Statement of Financial Position effective January 1, 2009.

The Federal Gas Tax Agreement requires municipalities to:

- Develop and implement an asset management plan; and
- Report asset management outcomes to AMO.

Municipalities must meet – or demonstrate progress toward meeting – these requirements to receive federal Gas Tax funds.

Legal:

A legal opinion is not required.

Follow up Action:

If Council agrees to award to Lucity, the following timeline will continue:

Tender Open	Thursday, November 23, 2017 (completed)
Tender Close	Monday, December 11, 2017 (completed)
Review	Thursday, December 21, 2017 (completed)
Demos	Friday, January 5, 2018 (completed)
Tender Review (COW)	Monday, February 19, 2018
Tender Award (Council)	Monday, February 26, 2018
Term of Agreement Begins	Monday, March 5, 2018

Communication:

Not applicable.

RELEVANT CONSULTATION

Not applicable.

ALIGNMENT TO OFFICIAL COMMUNITY PLAN & MUNICIPAL PRIORITIES

Bylaw No. 12-23, 2012

Official Community Plan

Implement an organization-wide asset management processes to ensure the provision and development of municipal infrastructure is effective and efficient.

OPTIONS

1. THAT Council award the Asset Management System Implementation Phase 1 tender to Lucity Canada for \$52,240.00.

OR

2. THAT Council not award the Asset Management System Implementation Phase 1 tender to Lucity Canada.

AND

1. THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management System Implementation Phase 1.

THEREFORE THAT the Municipality commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Obtain and install asset management software
- Configure City of Dawson asset information

FURTHER THAT the Municipality commits \$50,000.00 from Gas Tax funding toward the costs of this initiative.

OR

2. THAT Council direct staff to not apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management System Implementation Phase 1.

APPENDICES / SCHEDULES

Asset Management System Implementation RFP – Phase 1.pdf

Asset Management System – Phase 1 – Lucity Response.pdf

MAMP Application Guide.pdf

APPROVAL & CAO COMMENTS

CAO: I have reviewed and support this request.

Date: February 15, 2018



THE CITY OF DAWSON

Request for Decision

TO: Mayor and Council
FROM: Clarissa Huffman, Community Development and Planning Officer (CDO)
DATE: 07 February, 2018
SUBJECT: Request for Building Requirement Extension
Lot 45 Dome Road

RECOMMENDATION

It is respectfully recommended that:

1. The Request for Extension is approved for a period of four months.

PURPOSE

The applicant submitted a letter requesting an extension to their building requirement for Lot 45, Dome Road.

BACKGROUND

The lot was purchased by the applicant through the Dome Road lottery in February 2015. The Land Sale Agreement included a variety of conditions that the applicant was required to fulfill before transfer of title could occur. One of these conditions was a Building Requirement. The Building Requirement (Section 4 of the Land Sale Agreement) stated that:

"The Purchaser shall develop a single dwelling unit on the Property in accordance with City of Dawson Zoning and all other By-Laws and obtain an occupancy permit from the Building Inspector within three years of the date of the signing of this agreement".

Section 6.1 of the Agreement states that *"the Vendor shall have the unfettered discretion, upon written request from the Purchaser, to extend the closing date as the Vendor sees fit"*.

CURRENT STATUS

The applicant is approaching the deadline to fulfill their building requirement; therefore, they have submitted a request for an extension. Council also previously directed administration to resolve some outstanding discrepancies relating to the amending agreement and Zoning By-Law associated with this lot.

CONSIDERATIONS / DISCUSSION

The applicant submitted in their letter a list of the improvements that have been completed to date. The dwelling currently satisfies all requirements for occupancy, with the exception of a gas inspection. The inspector has informed the applicant that he will not be returning to Dawson until spring, therefore the inspection will not be completed prior to the February 16, 2018 deadline.

The applicant is requesting a four-month extension to the building requirement, which could be considered to be reasonable under the circumstances.

IMPLICATIONS

General: The applicant met the requirements for requesting an extension as per the Land Sale Agreement, and there is no significant impact to the City.

Financial: The applicant is responsible for all associated fees and charges, therefore there is no financial cost to Dawson City.

Communication: Notice of decision will be provided to the applicant by mail at the address listed on the letter.

OPTIONS

Council may consider one of the following options regarding this application:

1. Approve the request for extension for a period of four months, as recommended.
2. Refuse the request for extension.
3. Defer the request for extension for decision at a later date.

APPENDICES / SCHEDULES

Appendix A. Letter of Request

Appendix B. Land Sale Agreement

APPROVAL & CAO COMMENTS

Respectfully Submitted,

Clarissa Huffman, CDO

Date

I have reviewed and have no further comments regarding this report.

John Skilnyk, CAO

Date



THE CITY OF DAWSON

Request for Decision

TO: Mayor and Council
FROM: Clarissa Huffman, Community Development & Planning Officer (CDO)
DATE: 02 February, 2018
SUBJECT: Chief Isaac Incorporated Land Sale Agreement: Request for Extension

RECOMMENDATION

It is respectfully recommended that Council:

1. Decline to grant Chief Isaac Incorporated's request for extension for Lot 3, Block H, Ladue Estate.

PURPOSE

To make a decision on a Request for Extension initiated by Chief Isaac Incorporated (CII) for the Land Sale Agreement associated with Lot 3, Block H, Ladue Estate.

BACKGROUND

The lot was purchased by the applicant through a Land Sale Agreement in November 2013. The Land Sale Agreement included a variety of conditions that the applicant was required to fulfill before transfer of title could occur. One of these conditions was a Building Requirement. The Building Requirement (Section 4 of the Land Sale Agreement) stated that:

"The Purchaser shall develop a single dwelling unit on the Property in accordance with City of Dawson Zoning and all other By-Laws and obtain an occupancy permit from the Building Inspector within three years of the date of the signing of this agreement".

Section 6.1 of the Agreement states that *"the Vendor shall have the unfettered discretion, upon written request from the Purchaser, to extend the closing date as the Vendor sees fit"*.

CURRENT STATUS

The Building Requirement expired as of November 2016. No action was taken until October 2017, when a letter was sent to CII by the City of Dawson requesting a meeting to resolve this matter. The meeting never occurred, however email correspondence between CII and the City of Dawson reveals that CII was granted additional time to decide on a course of action. That period of time has now expired.

CII representatives have stated that they would not be able to contemplate construction on this lot for a few more years, given that they are currently tendering for a different project. At the time of writing, the building requirement has been expired for over a year, and no steps have been taken to begin construction.

CONSIDERATIONS / DISCUSSION

The building requirement for this Land Sale Agreement expired as of November 2016, and as of February 2018, no steps have been taken to begin construction. Therefore, it can be said that CII did not fulfill their requirements as per the Agreement and have noted that they likely will not be able to do so for several years yet.

Therefore, staff recommend that Council utilize Section 6.2 of the Land Sale Agreement, which states that if the purchaser fails to honour the building requirement "*within the time or times provided the transaction contemplated in this Agreement shall, at the option of the Vendor, be null and void and any improvements made to the Property shall be forfeited to the Vendor.*" The City of Dawson may then return the purchase price to the purchaser, less the non-refundable deposit identified in Section 3.1.

Taking this action would allow the City of Dawson to retain possession of the lot and determine an appropriate use. Some options could include retaining the lot for development by the City or entering into a new Land Sale Agreement with an individual or group looking to develop the lot in accordance with the Zoning By-Law. This course of action would mean that the lot would likely be developed in a more timely fashion as compared to CII's proposal to wait several years before developing the lot.

It is also worth noting that the lot is currently zoned R2 (Multi-Residential). This means that in order to comply with the Zoning By-Law, the developer of this lot would be required to build either apartments or townhouses. This is in conflict with the building requirement of the Land Sale Agreement, which stipulates the purchaser must build a single-family dwelling. This discrepancy should be considered if a new Land Sale Agreement is negotiated.

IMPLICATIONS

General: Refusing this request for extension would result in the potential for a more expedient development of the lot in question, rather than sitting vacant for at least several more years. This is anticipated to have a strong positive impact on the streetscape of a very important segment of Dawson's Historic Townsite.

Financial: The City of Dawson would be required to refund the purchase price (\$42,500 +GST) less the deposit (\$2125). However, there is minimal overall impact given the physical asset in question would remain in the possession of the City of Dawson until such time as a new proposed development was on the table.

Communication: CII will be notified of the decision of Council, and administration will prepare all relevant documentation for signature.

OPTIONS

Council may consider one of the following options regarding this request:

1. Refuse the request for extension, as recommended.
2. Approve the request for extension for a period of time determined by Council.
3. Defer this decision with a request for more information.

APPENDICES / SCHEDULES

Appendix A. Land Sale Agreement

APPROVAL & CAO COMMENTS

Respectfully Submitted,

Clarissa Huffman, CDO

Date

I have reviewed and have no further comments regarding this report.

Christine Smith, A/CAO

Date



THE CITY OF DAWSON

Request for Decision

TO: Mayor and Council
FROM: Clarissa Huffman, CDO
DATE: 05 February, 2018
SUBJECT: Dredge Tailings Municipal Historic Site Nomination

RECOMMENDATION

It is respectfully recommended that:

1. The Dredge Tailings Municipal Historic Site nomination package be forwarded to Council for designation.

PURPOSE

A nomination package was prepared with the assistance of Yukon Government Historic Sites on behalf of the City of Dawson for the designation of a portion of the Klondike Valley Dredge Tailings as a Municipal Historic Site.

BACKGROUND

As per the Heritage By-Law #09-04, Council may, by petition by any person, designate any site as a Municipal Historic Site "when it has determined, in its opinion, that the site is an important illustration of the historic development of the Klondike Valley, or the natural history of the peoples and cultures of the Klondike Valley Cultural landscape".

A designation of this sort would be made official by By-Law, should Council determine through analysis of the supporting materials provided in this report that the site has sufficient historic significance.

The nomination package presented as a part of this report was analyzed at Heritage Advisory Committee Meeting #17-13, on August 16, 2017. Resolution #HAC 17-13-08 read as follows with a unanimous 3-0 vote:

"THAT the Historic Sites Dredge Tailings Nomination be approved as presented."

The Community Development Officer agrees with the recommendation to pursue this nomination, and as such is recommending the same. However, further analysis of the

nomination package will follow in the Considerations/Discussions section of this report, especially regarding the proposed boundary and the impacts this designation will have on a proposed expansion of the Dredge Pond Country Residential subdivision.

CURRENT STATUS

As per the Heritage By-Law, there are required timelines for the analysis, by-law preparation, and public consultation when a nomination package has been submitted by a petitioner. The chart below illustrates the flow of this timeline with tentative dates to demonstrate to Council the process for designation.

Action	Date
Petition to Designate	August 2, 2017
HAC	August 16, 2017
Committee of the Whole	February 19, 2018
Council	February 26, 2018
Prepare By-Law	February 26, 2018
Written Consent from TH (if Settlement Land)	n/a
Written Consent from owner (if Residence)	n/a
Notice of Intent (advertised for 60 days)	January 23, 2018 – March 25, 2018
Public Hearing & Committee of the Whole	May 8, 2018
1 st Reading	May 15, 2018
2 nd Reading	June 12, 2018
3 rd Reading	June 12, 2018

This schedule is tentative and for illustrative purposes only, it may change based on the Council schedule, agenda availability, and results of public consultation.

CONSIDERATIONS / DISCUSSION

This nomination package was reviewed by the Heritage Advisory Committee, who agrees with the nomination as presented, and has no further comments or concerns.

However, administration feels that in order to balance heritage preservation with other key community building components such as provision of housing, Council may wish to change the boundaries of the proposed Designated Historic Site to still allow for some or all of the proposed Dredge Pond expansion. Provision of residential lots and housing in general continues to be a pressing issue in Dawson, and the Dredge Pond area is one of few remaining sites where a residential subdivision could be developed within the municipal boundary.

The Heritage By-Law has specific provisions on how to manage concerns raised at the public hearing or in person to the CDO. If concerns are identified, Council has one of three options, as stated in the By-Law:

1. Resolve not to proceed further with the proposed designation;
2. Revoke the designation with respect to part of the site and pass it as amended; or
3. Submit the proposed by-law along with the objections to the Yukon Historic Resources Appeal Board and request the Appeal Board to hold a hearing in accordance with Section 42 of the Historic Resources Act.

Municipal Act

Heritage management and conservation is not a topic that is contemplated in the *Municipal Act*. However, the *Municipal Act* does contemplate the passing of by-laws, therefore S. 218 does apply: *"every bylaw shall have three distinct and separate readings before it is finally adopted, but no more than two readings may take place at any one meeting."* The process outlined for Municipal Historic Site Designation, as listed above, complies with this clause.

Official Community Plan

Section 3.9 of the Official Community Plan contemplates Heritage Preservation. This proposal is in line with the identified long-term goal to *"protect and celebrate Dawson's heritage as a "living historical community" while at the same time allowing the community to evolve and prosper into the future"*. This nomination provides an opportunity to implement this goal through several of the identified approaches, including the following bullets quoted from the OCP S. 3.9:

- *"Collaborate with strategic partners such as Tr'ondëk Hwëch'in to recognize, celebrate and promote the full scope of Dawson's heritage; and*

- Recognize, celebrate and promote the fact that Dawson’s heritage extends beyond the Klondike Gold Rush era (1897-1918)”

However, the area within the nominated boundary is designated CR: Country Residential. This designation is intended for single-family residential dwellings on larger, rural-style lots. A large open space reserved for conservation purposes is not something that is contemplated in the CR designation. Section 283 (1) states that “ *Council shall not enact any provision or carry out any development contrary to or at variance with an official community plan*”. Therefore, an OCP amendment to re-designate the nominated boundary from CR to P - Parks and Natural Space will be required prior to the passing of the Dredge Tailings Municipal Historic Site By-Law, should it proceed. This designation is designed for developed and undeveloped greenbelts, parks, and large open spaces, which is the appropriate designation for this land use.

Zoning By-Law

The Zoning By-Law contemplates heritage management only in areas that are impacted by the Heritage Management Plan character areas. The nominated site is north of the character areas identified in the plan, therefore heritage management policies in the Zoning By-Law are not applicable.

The area within the nominated boundary is currently zoned R3: Country Residential. Permitted uses in an R3 zone include single-detached dwellings, secondary suites, and home occupations. The R3 zone is not intended to encompass large areas of designated open space. Therefore, a rezoning would need to take place after the OCP re-designation and prior to the passing of the Dredge Tailings Municipal Historic Site By-Law. The proposed uses of the nominated area including parks and greenspace, trails, and open space, all are more suited to be designated as P1: Parks and Natural Space.

Heritage Management Plan

The nominated boundary is not within the management area of the Heritage Management Plan.

However, the nomination of a representative sample of dredge tailings does align with some of the broader heritage management objectives listed in the Introduction section of the Plan, including:

- “*Preserve and strengthen the visual character and design intent of a nationally and internationally significant cultural landscape;*
- *Conserve and interpret the full history of the cultural landscape – before, during, and after the Gold Rush; and*

- *Communicate that the Gold Rush was a short but highly significant era in the long course of natural and human history, and ensure that resources remain and stories are told from the other periods of history."*

Therefore, it is recommended that this nomination proceed, with an adjustment to the boundary to balance the preservation of a representative sample of dredge tailings with the community need for additional housing.

Heritage Resources Act

S. 37(1) of the *Historic Resources Act* gives municipal Councils the authority to designate by by-law a municipal historic site. Eligible sites are those which have significant historic significance as contemplated in S. 15(1) of the *Act*, as follows:

A site may be designated as a historic site when Council is satisfied that the site is, "*whether in itself or because of historic resources or human remains discovered or believed to be at the site, an important illustration of*

- a) the historic or pre-historic development of the Yukon or a specific locality in the Yukon, or of the peoples of the Yukon or locality and their respective cultures; or*
- b) the natural history of the Yukon or a specific locality in the Yukon,*

and has sufficient historic significance to be so designated."

Therefore, before accepting the recommendation to forward this by-law for first reading, Council must consider this definition of historic significance and determine whether the Dredge Tailings nomination area, as described in the nomination package, meets this definition sufficiently to warrant designation.

IMPLICATIONS

General: This designation, should it pass successfully through the statutory public consultation and three readings of a by-law, is consistent with the heritage management goals and implementation strategies currently in place through various policy instruments at the City of Dawson. Prior to this designation being forwarded to the next steps, consideration should be given to the impact of redesignating a large portion of land from Country Residential to Parks and Natural Space.

Financial: This designation is anticipated to be financially neutral for the City of Dawson. Under the current Fees and Charges By-Law, no fee was collected for the processing and analysis of this nomination package. In some previous discussions the possibility of using the site for recreational purposes was considered (i.e interpretive signage and trails). The

site should not be used for recreational purposes until the City of Dawson has sufficient resources available to allocate towards ensuring that the area is safe, given the instability of the tailing piles. It is important to note that while the designation in and of itself is financially neutral, it does reduce the amount of Country Residential lots potentially available, thereby reducing the City's ability to grow and to generate tax revenue. Having a mix of Country Residential lots with the Designated site to the south and east could allow for a situation where increased revenue from these new lots could be used to fund the trail stabilization.

Communication: The CDO will facilitate public consultation, and further analysis of any comments or concerns will be scheduled at a future Committee of the Whole Meeting prior to commencing three readings of the Designation By-Law.

OPTIONS

Council may consider one of the following options regarding this application:

1. Forward the designation to Council for first reading of a Designated Municipal Historic Site By-Law with an amended nominated boundary, as recommended.
2. Forward the designation to Council for first reading of a Designated Municipal Historic Site By-Law, with amendments to the recommended conditions.
3. Decline to forward the designation to Council.
4. Defer the decision until more information is available.

APPENDICES / SCHEDULES

Appendix A – Municipal Designation Nomination Form

Appendix B – Land Disposition / Nominated Boundary Map

Appendix C – Dredge Tailings Subdivision Expansion Options

APPROVAL & CAO COMMENTS

Respectfully Submitted,



Clarissa Huffman, CDO

05/02/18

Date

I have reviewed and have no further comments regarding this report.

Christine Smith, A/CAO

Date



City of Dawson Municipal Designation Nomination Form

If you have any questions about this form, please contact the City of Dawson Development Officer at 993-7400.

Section 1: Identification

1. Name(s) of property:

2. Address or location:

3. Legal land description:

4. Owner contact information:

Name:

Address:

Phone: Fax:

Email:

Does the current owner support possible municipal designation of this property?

Yes No Owner signature:

Date:

Present tenant if different from owner:

Phone: Fax:

Email:

5. Nominator contact information:

Name:

Address:

Phone: Fax:

Email:

Section 2: Historical information

7. Date of construction:

8. History of ownership:
(List the property's original and subsequent owners)

9. List the past and current uses of the building or site:

10. Describe how the property relates to the community's past by identifying its associations with the builder and/or architect, people, events or historic uses:

11. Describe the significance of the building or site:
(Is it comparable to similar sites in terms of age, style, historical associations and/or use?)

Section 3: Description of buildings

(for cemeteries, landscapes, engineering features or historical objects, skip to section 4)

12. Describe the building's architectural details:

(Include a detailed description of the building, including siding, window type, roof type, decorative trim, number of storeys, etc. Also include a description of any unique design elements and quality of craftsmanship.)

13. Describe the building's physical condition:

(List any damage, repairs and/or alterations that have taken place. Please provide a date for significant alterations.)

14. Describe the building's setting and context:

(Has the site's setting changed over the years? Does it fit with the historic character of the neighbourhood? Include details on gardens, lawn, fences, trees or features, how the building is sited on the lot. Include any information on the building's recognition in the area as a landmark.)

Section 4: Description of other site types features

(cemetaries, landscapes, engineering features or historical objects)

15. Describe the site:

(Include a detailed description of the site and its physical features. Is the landscape formally designed or is it a natural landscape? Are natural resources (hills, streams, etc.) used in the design? Has it been modified over the years? Is there successful use of materials or built elements that assist in the historical function and/or design of the landscape and interact and/or complement the existing natural features?)

16. Describe the site's condition and use:

(List any damage, repairs and/or alterations that have taken place. Please provide a date for significant alterations.)

17. Describe the site's setting and context:

(Has the site's setting changed over the years? Does it fit with the historic character of the area? Include details on gardens, lawn, fences, trees or other features. Is the place a visual or symbolic landmark recognized in the area?)

Section 5: Supporting material

18. Photographs

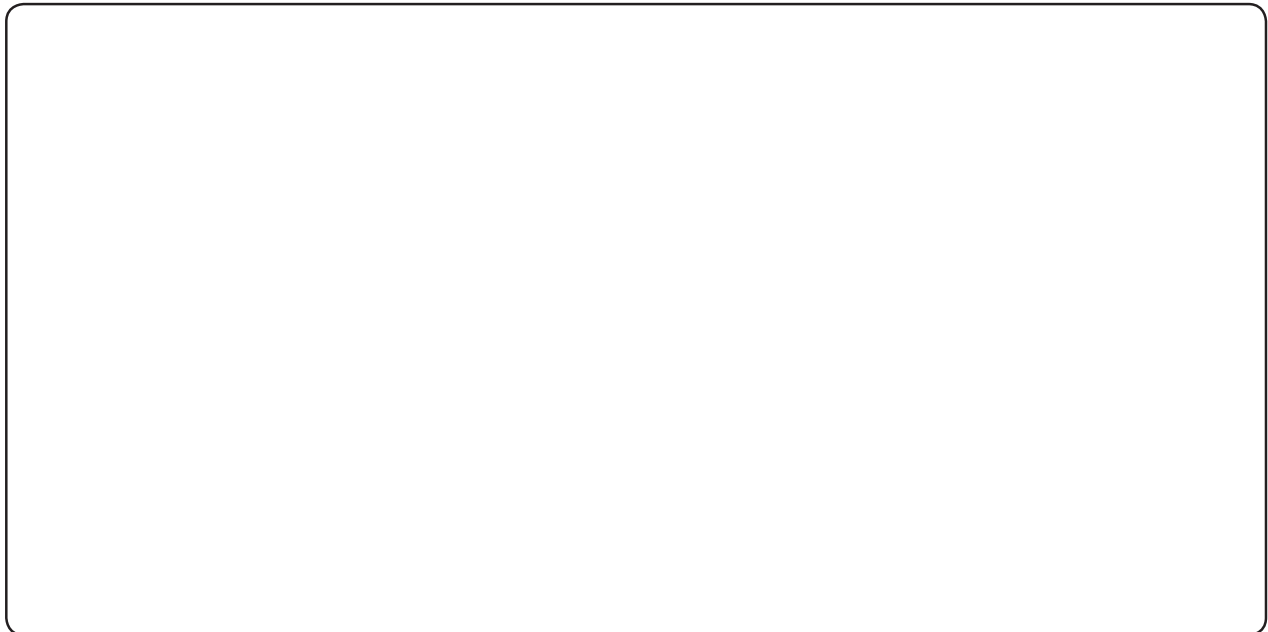
- Attach recent images of the property including front, side and rear views.
- Attach any historic images of the property.

19. Land title

- Include a copy of current land title.

20. Other material

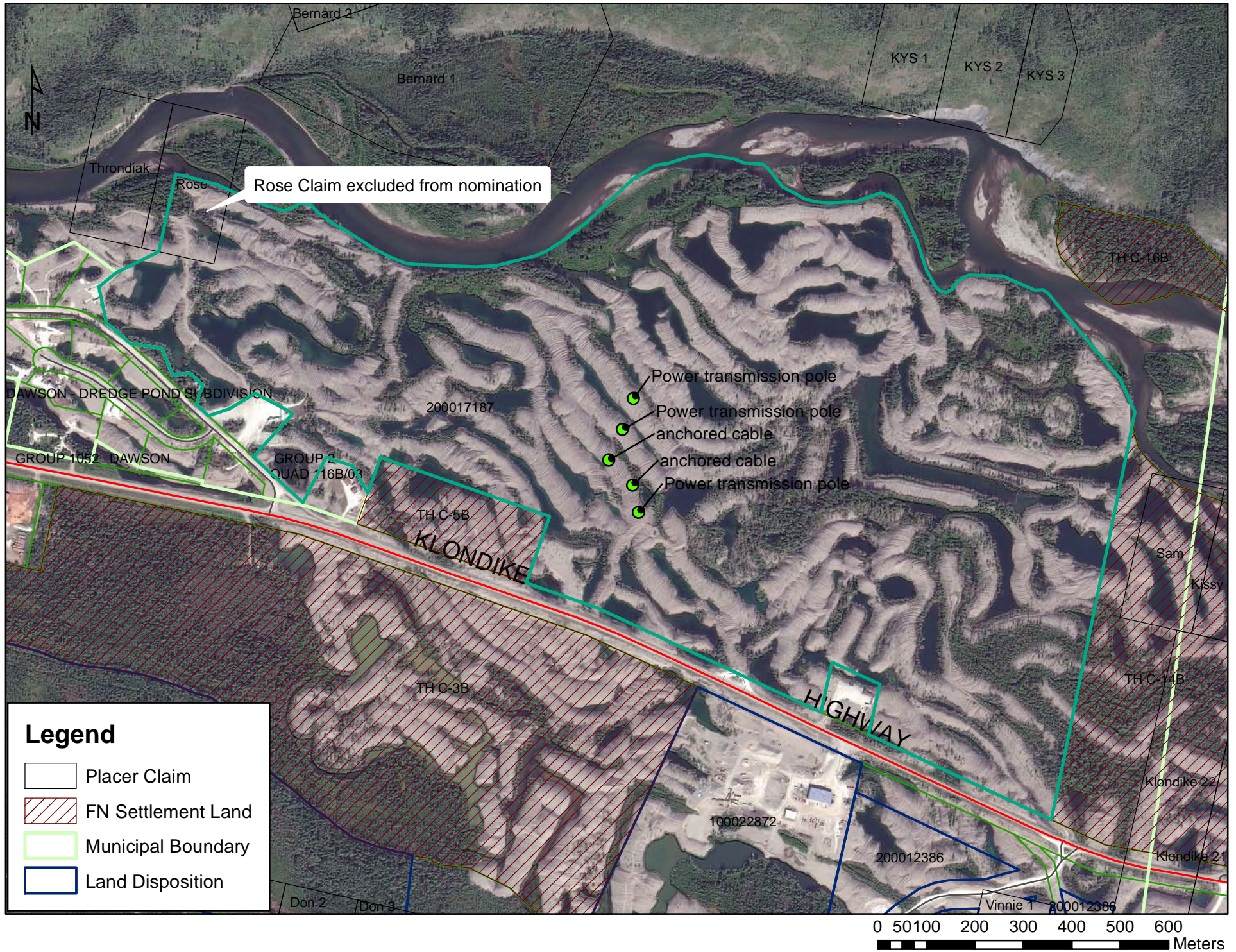
(Please note here any other reference material that you've come across in your research such as maps, persons, photos, deeds, etc.)

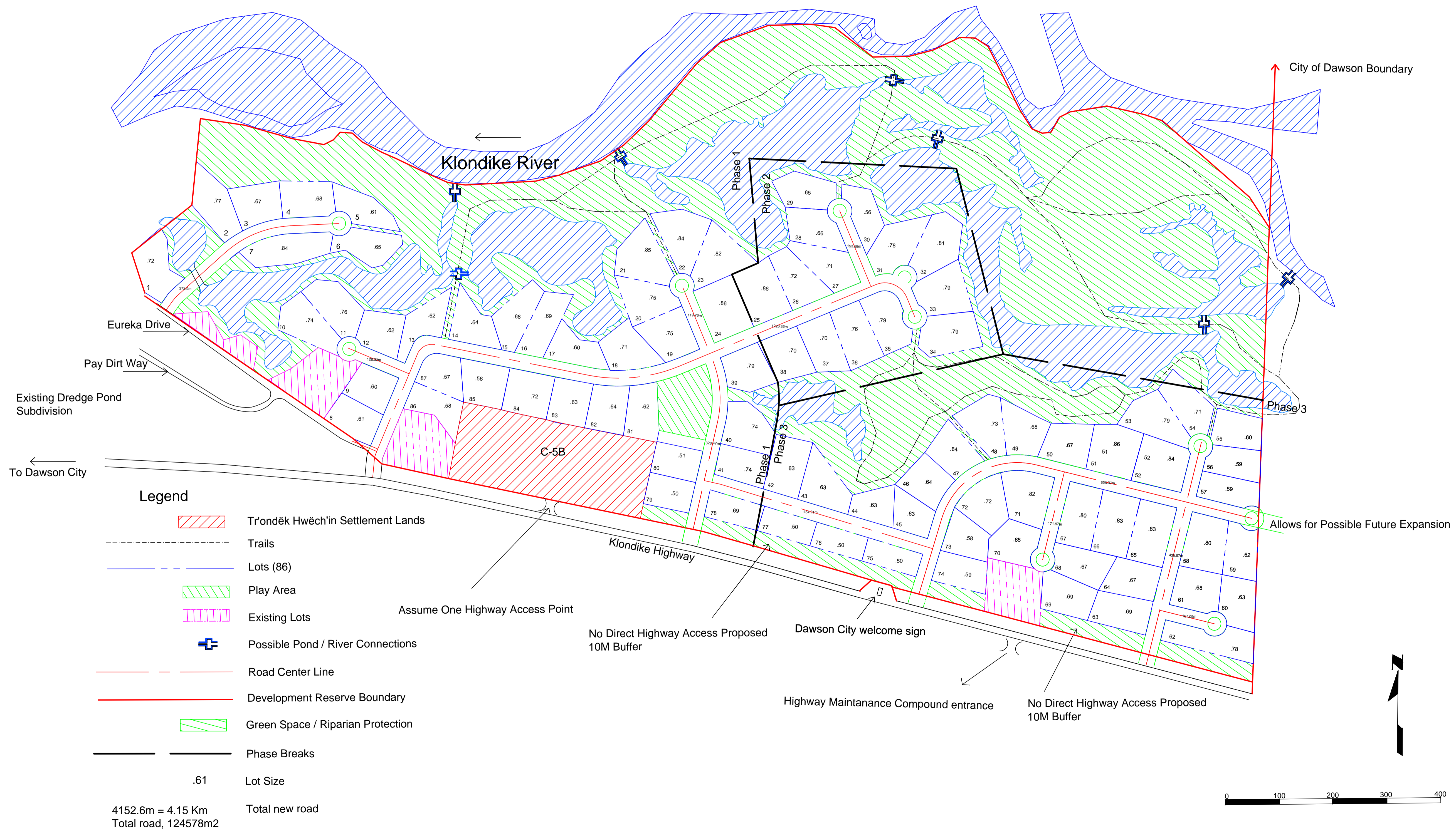


Please submit this form and accompanying attachments by mail to:

Heritage Advisory Committee
c/o City of Dawson
P.O. Box 308
Dawson City, Yukon
Y0B 1G0

Klondike Valley Dredge Tailings- Nominated Municipal Historic Site





NOT FOR CONSTRUCTION

TOWN OF THE CITY OF DAWSON
SUBDIVISION APPROVAL

CITY MANAGER _____ DATE _____
JEFF REHAUD _____
WAYNE POTOROKA _____

REVISIONS :

NO.	DATE	LA	DESCRIPTION

INUKSHUK PLANNING & DEVELOPMENT LTD.

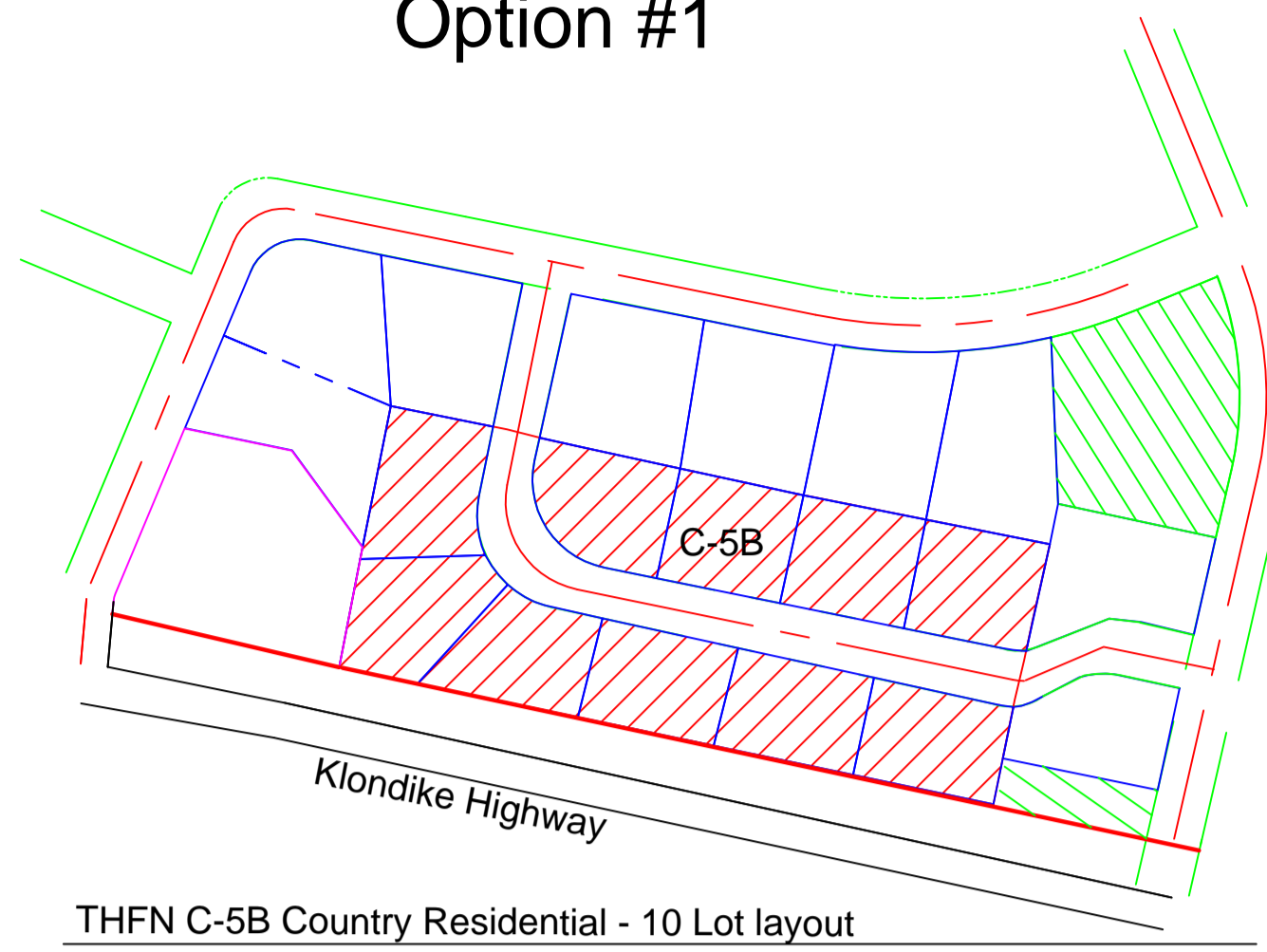
207 Elliott Street
Whitehorse, YT, Y1A 2A1, Canada
Tel: (867) 667-4759
Fax: 667-4020

Concept Plan
Option #1

Dawson Dredge Pond 2
Subdivision

SCALE: See scale bar	DATE: 30 Oct 2012
DESIGN: DB	PROJECT:
DRAWN: DB	DRAWING FILE:
CHECKED: IDR	SHEET NO.: 1 OF 2
DWG. NO.: L-01	REV.: 1

Option #1

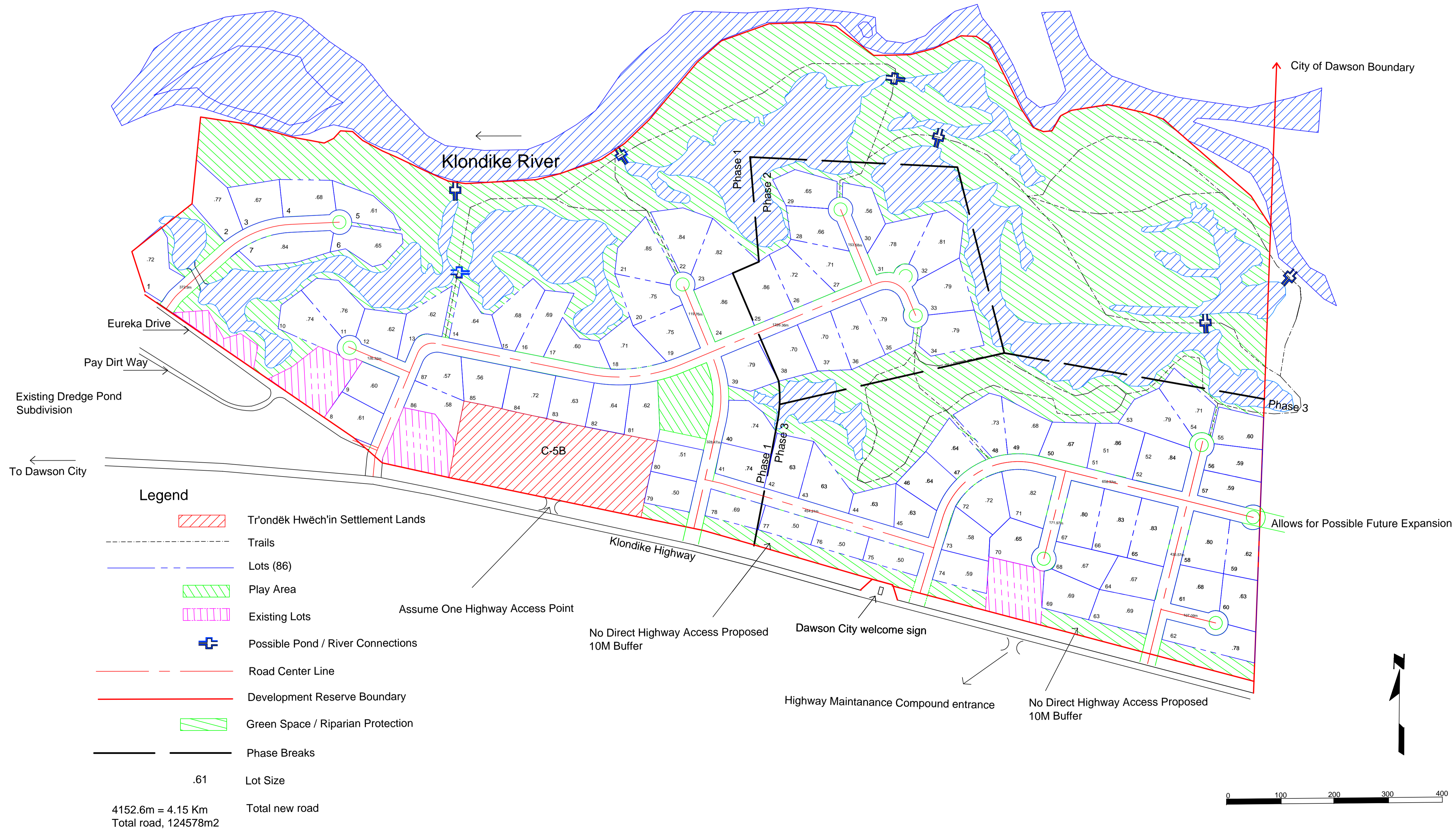


THFN C-5B Country Residential - 10 Lot layout

Option #2



THFN C-5B Service Commercial Without Direct Highway Access - 5 Lot layout



Legend

- Tr'ondëk Hwëch'in Settlement Lands
- Trails
- Lots (86)
- Play Area
- Existing Lots
- Possible Pond / River Connections
- Road Center Line
- Development Reserve Boundary
- Green Space / Riparian Protection
- Phase Breaks

.61 Lot Size

4152.6m = 4.15 Km
Total road, 124578m²

NOT FOR CONSTRUCTION

TOWN OF THE CITY OF DAWSON
SUBDIVISION APPROVAL

CITY MANAGER _____ DATE _____
JEFF REHAUD _____
WAYNE POTOROKA _____

REVISIONS :

NO.	DATE	LA	DESCRIPTION

INUKSHUK PLANNING & DEVELOPMENT LTD.
207 Elliott Street
Whitehorse, YT, Y1A 2A1, Canada
Tel: (867) 667-4759
Fax: 667-4020

Concept Plan
Option #2

Dawson Dredge Pond 2
Subdivision

SCALE: See scale bar	DATE: 30 Oct 2012
DESIGN: DB	PROJECT:
DRAWN: DB	DRAWING FILE:
CHECKED: IDR	SHEET NO.: 1 OF 2
DWG. NO.: L-02	REV.: 1



THE CITY OF DAWSON

Bylaw No. 2018-03

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

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

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

- (a) a bylaw to adopt the 2018 annual operating and maintenance budget and the 2019 and 2020 provisional budgets and the 2018 capital expenditure program, now

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

PART I - INTERPRETATION

1.00 Short Title

- 1.01 This bylaw may be cited as the ***2018 Annual Operating Budget and Capital Expenditure Program Bylaw.***

2.00 Purpose

- 2.01 The purpose of this bylaw is to provide for

- (a) The 2018 annual operating budget, in addition to the 2019 and 2020 provisional operating budgets, attached hereto as Appendix "A" and forming part of this bylaw is hereby adopted.
- (b) The 2018 capital expenditure program, attached hereto as Appendix "B" and forming part of this bylaw is hereby adopted.



THE CITY OF DAWSON

Bylaw No. 2018-03

3.00 Definitions

3.01 In this Bylaw:

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

PART II – APPLICATION

4.00 Budgeted Expenditures

- 4.01 All expenditures provided for in the 2018 Annual Operating Budget and the Capital Expenditure Program shall be made in accordance with the City of Dawson Finance Policy and the City of Dawson Procurement Policy.

5.00 Unbudgeted Expenditures

- 5.01 No expenditure may be made that is not provided for in the 2018 Annual Budget and the Capital Expenditure Program unless such expenditure is approved as follows:
 - (a) Council approval, by resolution, must be obtained prior to expenditures being authorized. Once approval is obtained, expenditures may be processed in accordance with the City of Dawson Finance Policy.



THE CITY OF DAWSON

Bylaw No. 2018-03

PART III – FORCE AND EFFECT

7.00 Severability

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

8.00 Bylaw Repealed

8.01 Bylaw 2017-07 and its amendments are hereby repealed.

9.00 Enactment

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

10.00 Bylaw Readings

Readings	Date of Reading
FIRST	February 16, 2018
SECOND	
THIRD and FINAL	

Wayne Potoroka, Mayor
Presiding Officer

Christine Smith, A/CAO
Chief Administrative Officer



THE CITY OF DAWSON

Bylaw No. 2018-03

PART IV – APPENDIX (APPENDICES)

- A The 2018 Annual Operating Budget, 2019 and 2020 Provisional Operating Budgets
- B The 2018 Capital Expenditure Program

**City of Dawson Bylaw #2018-03
Operating Budget Summary
Appendix A**

2nd Reading

		Draft #3	Second Reading	Provisional	Provisional
		2017 Final	2018	2019	2020
REVENUE:					
General Municipality:					
	General Taxation	1,962,099	2,011,399	2,039,559	2,068,113
	Grants in Lieu of Taxes	947,428	964,453	977,955	991,646
	Grants	2,117,714	2,117,714	2,147,362	2,177,425
	Penalties and Interest	24,400	29,100	29,507	29,921
	Other Revenue	45,233	83,788	84,961	86,151
	Sale of Services	65,600	73,620	74,194	75,233
Total General Municipality:		5,162,474	5,280,074	5,353,539	5,428,488
Special Projects/Events		-	-	-	-
Cable		269,500	270,302	274,086	277,923
Protective Services:					
	Fire Protection	78,500	78,500	78,899	79,304
	Emergency Measures	-	-	-	-
	Bylaw Enforcement	4,000	4,000	4,056	4,113
Total Protective Services:		82,500	82,500	82,955	83,416
Public Works:					
	Water Service	830,890	889,863	902,321	914,954
	Sewer Service	609,147	597,595	605,961	614,445
	Waste Management	261,347	250,794	253,255	255,751
	Other Revenue	203,456	205,473	207,268	213,978
Total Public Works:		1,904,840	1,943,725	1,968,806	1,999,127
Public Health - Cemetery		3,000	3,000	3,042	3,085
Planning		21,000	125,000	125,210	125,423
Recreation:					
	Recreation Common	35,800	34,868	35,356	35,851

**City of Dawson Bylaw #2018-03
Operating Budget Summary
Appendix A**

	Programming & Events	50,200	60,100	60,941	61,795
	AMFRC	41,665	52,176	52,907	53,648
	Water Front	45,000	47,000	47,658	48,325
	Pool	36,016	31,894	32,341	32,793
	Green Space	16,316	11,994	12,162	12,332
Total Recreation:		224,998	238,033	241,365	244,744
TOTAL REVENUE:		7,668,312	7,942,634	8,049,003	8,162,207

**City of Dawson Bylaw #2018-03
Operating Budget Summary
Appendix A**

		Draft #3	Draft #1	Provisional	Provisional
		2017 Final	2018	2019	2020
EXPENDITURES:					
General Municipality:					
	Mayor and Council	138,267	202,312	172,863	175,283
	Elections/Referendums	-	13,000	-	-
	Grants/Subsidies	147,500	147,500	149,565	151,659
	Administration	967,484	1,261,807	1,209,472	1,226,405
	Other Property Expenses	20,730	18,230	18,459	18,692
	Municipal Safety Program	16,673	16,428	16,658	16,891
Total General Municipality:		1,290,654	1,659,276	1,567,017	1,588,930
Special Projects/Events		25,000	-	-	-
Cable		269,562	274,197	277,616	281,082
Protective Services:					
	Fire Protection	457,354	469,082	475,649	482,308
	Emergency Measures	28,377	28,997	29,403	29,814
	Bylaw Enforcement	115,155	123,797	125,530	127,287
Total Protective Services:		600,887	621,875	630,582	639,410
Public Works:					
	Common	283,249	301,119	292,531	296,567
	Roads and Streets - Summer	132,724	129,991	131,811	133,656
	Roads and Streets - Winter	292,153	269,087	272,855	276,675
	Sidewalks	68,364	51,490	52,211	52,942
	Dock	16,397	16,612	16,942	17,277
	Surface Drainage	83,440	86,999	88,217	89,452
	Water Services	915,424	1,125,291	1,059,785	1,074,622
	Sewer Services	294,686	313,499	317,888	322,338
	Waste Water Treatment Plant	219,750	210,000	214,200	218,484
	Waste Management	378,912	357,399	361,521	365,700
	Other	467,301	468,919	475,484	482,141
Total Public Works:		3,152,399	3,330,407	3,283,444	3,329,853
Public Health - Cemetery		9,000	15,000	15,210	15,423

**City of Dawson Bylaw #2018-03
Operating Budget Summary
Appendix A**

	Planning	172,511	340,521	284,309	288,289
				-	-
	Recreation:				
	Recreation Common	327,243	363,388	368,475	373,634
	Programming & Events	236,428	246,973	250,431	253,937
	AMFRC	492,076	576,541	581,863	590,009
	Water Front	57,328	69,300	70,270	71,254
	Pool	257,993	299,609	303,804	308,057
	Green Space	290,285	274,538	278,382	282,279
	Total Recreation:	1,661,354	1,830,348	1,853,224	1,879,169
				-	-
	TOTAL EXPENDITURES:	7,181,367	8,071,625	7,911,401	8,022,156
	NET OPERATING SURPLUS BEFORE RESERVE TRANSFER	486,945	-128,992	137,602	140,051
	NET SURPLUS/DEFICIT	486,945	-128,992	137,602	140,051

**City of Dawson Bylaw #2018-03
Operating Budget Summary
Appendix A**

	Final Budget 2017	Draft #1 2018	Provisional 2019	Provisional 2020
RESERVE TRANSFERS:				
Transfer from Restricted Reserves:				
Admin: Recapture of Network Charge by Dep't.	15,000			
PW: Transfer in from Waste Mngt. Reserve	-			
Cable: Transfer in from reserve	25,000			
Planning: Transfer in from reserve	55,000			
PW Equipment Replacement Reserve		46,000		
Admin Computer Network/Equipment Reserve		15,000		
Admin Capital Reserve		25,000		
Recreation Equipment Reserve		123,000		
Recreation Capital Reserve		40,000		
Protective Services Equipment Reserve		69,296		
Contribution from Capital Reserves -Waste		40,000		
Contribution from Capital Reserves - Roads		5,000		
Total Transfers From Restricted Reserves:	95,000	363,296	-	-
Transfer to Restricted Reserves:				
Asset Management - Buildings	188,605			
Asset Management - Equipment Replacement	222,500			
Asset Management - Engineer Structures	103,000			
Asset Management - Transportation	5,000			
Bylaw #12-14 - Appendix A:				
Parking Reserve				
Load Capacity Reserve		20,000	20,000	20,000
Heritage Reserve	31,200	31,500	31,200	31,200
Land Development Reserve			-	-
Capital Contigent Reserve (emergencies)			-	-
Protective Service Reserve		62,000	40,000	40,000
Computer Network/Equipment Reserve		29,000	15,210	15,210
Public Works Equipment Replacement Reserve		-	70,000	70,000
Recreation Reserve		65,000	35,000	35,000
Water System Reserve		25,000	25,350	25,705
Sewer System Reserve		50,000	50,700	51,410

City of Dawson Bylaw #2018-03
Operating Budget Summary
Appendix A

Cable Television Reserve			-	-
Winter/drainage maintenance Reserve		18,000	18,252	18,508
Gas Tax Reserve			-	-
Roads Reserve		5,000	5,070	5,141
General Administration reserve		-	45,000	45,000
Waste Management Reserve	20,000	20,000	20,280	20,564
Recreation Complex Reserve 0.1%		201,140	209,186	217,553
Council Equipment Replacement		15,000	15,000	15,000
Interest Earned on Specified Reserves	25,000	25,000	25,000	25,000
Transfer to Restricted Reserves:	595,305	566,640	625,248	635,290
Total Transfer to Restricted Reserves	595,305	566,640	625,248	635,290
NET RESERVE TRANSFER FOR FUNDING AND REPLINISHING OF CAPITAL RESERVES:	500,305	203,344	625,248	635,290
NET OPERATING SURPLUS AFTER RESERVE TRANSFER	- 13,360	- 332,336	- 487,646	- 495,239
NON OPERATING EXPENSES:			-	-
Transfer to Principal Payment - Long Term Debt	53,606			
Payments for Principal Amount		926,989		
Capital Projects funded through Operating Funds			-	-
Lot Development			-	-
Cost recovery - Lot Development 2014			-	-
Sale/purchase of Lots		120,000		
Purchase of Gravel/Chemical for Inventory			-	-
Change in Inventory Gravel			-	-
Transfer: Road Reserve to purchase Inventory			-	-
TOTAL NON OPERATING EXPENSES:	53,606	1,046,989	-	-
NET OPERATING SURPLUS AFTER NON OPERATING EXPENSES:	- 66,966	- 1,379,324	- 734,921	- 713,964
TRANSFER FROM UNRESTRICTED RESERVE FOR BALANCE BUDGET:	25,000	1,379,324	734,921	713,964
NET CASH SURPLUS/DEFICIT	- 41,966	0	-	-

**City of Dawson
Operating Budget 2018**

2nd Reading

GENERAL MUNICIPAL

		Draft #3	Budget	Provisional	Provisional
	GENERAL MUNICIPAL REVENUES	2017 Final	2,018	2019	2020
	REVENUES: GENERAL TAXATION				
10-100-010-40110	Property Taxes - Residential	940,798	1,000,614	1,014,623	1,028,828
10-100-010-40115	Property Taxes - Non-Residential	1,021,301	1,010,785	1,024,936	1,039,285
	TOTAL GENERAL TAXATION REVENUE	1,962,099	2,011,399	2,039,559	2,068,113
	REVENUES: GRANTS IN LIEU OF TAXES				
10-100-015-40130	Federal Grants in Lieu - Residential	26,258	26,655	27,028	27,406
10-100-015-40135	Territorial Grants in Lieu - Residential	10,935	10,587	10,735	10,886
10-100-015-40140	Federal Grants in Lieu - Non-Residential	150,345	152,819	154,958	157,128
10-100-015-40145	Territorial Grants in Lieu - Non-Residential	404,512	408,164	413,878	419,672
10-100-015-40150	Tr'ondek Hwech'in Grants In Lieu	355,378	366,228	371,356	376,555
	TOTAL GRANTS IN LIEU REVENUES	947,428	964,453	977,955	991,646
	REVENUES: GRANTS				
10-100-020-40210	Comprehensive Municipal Grant	2,113,714	2,113,714	2,143,306	2,173,312
10-100-020-40225	Community Trust Training Grant	4,000	4,000	4,056	4,113
	TOTAL GRANT REVENUES	2,117,714	2,117,714	2,147,362	2,177,425
	REVENUES: PENALTIES & INTEREST				
10-100-025-40310	Penalties & Interest - Property Taxes	8,400	10,000	10,140	10,282
10-100-025-40315	Penalties & Interest - Water & Sewer	15,000	18,000	18,252	18,508
10-100-025-40318	Administration Fee - Tax Liens	1,000	1,100	1,115	1,131
	TOTAL PENALTIES & INTEREST REVENUE	24,400	29,100	29,507	29,921
	REVENUE: OTHER REVENUE			-	-
10-100-030-40435	Interest on Investments	43,000	50,000	50,700	51,410
10-100-030-40455	Miscellaneous Revenue	-	32,200	32,651	33,108
	Recovery PM Costs	2,233	1,588	1,610	1,633
	TOTAL OTHER REVENUE:	45,233	83,788	84,961	86,151
	REVENUE: SALE OF SERVICES			-	-

**City of Dawson
Operating Budget 2018**

10-100-035-40510	Business Licence	30,000	37,020	37,538	38,064
10-100-035-40515	Intermunicipal Business Licence	500	1,000	1,014	1,028
10-100-035-40520	Certificate and Searches	1,000	1,500	1,521	1,542
10-100-035-40530	Building Lease/Rental Income	32,600	32,600	32,600	32,600
10-100-035-40535	Street Vendor Sales	1,500	1,500	1,521	1,542
	TOTAL SALE OF SERVICES REVENUE	65,600	73,620	74,194	75,233
	TOTAL GENERAL MUNICIPAL REVENUE	5,162,474	5,280,074	5,353,539	5,428,488

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Budget 2,018	Provisional 2019	Provisional 2020
GENERAL MUNICIPAL EXPENDITURES					
EXPENDITURES: MAYOR AND COUNCIL					
10-100-110-60010	Wages & Honoraria - Mayor/Council	53,781	79,574	80,688	81,818
10-100-110-60015	Benefits - Mayor/Council	1,437	7,754	7,863	7,973
10-100-110-60020	Employee Wages - Council Services Admin.	27,857	28,414	28,812	29,216
10-100-110-60025	Employee Benefits - Council Services Admin	6,391	6,519	6,610	6,703
10-100-110-60610	Membership/Conference Fees	25,000	55,000	25,770	26,131
10-100-110-60660	Travel - Accomodation and Meals	7,000	7,000	7,098	7,197
10-100-110-60665	Travel - Transportation	6,500	6,500	6,591	6,683
10-100-110-61110	Advertising	1,000		-	-
10-100-110-61150	Hospitality	4,000	4,000	4,056	4,113
10-100-110-62700	Supplies - Office	2,500	2,500	2,535	2,570
10-100-110-62750	Non Capital Equipment/Office Furniture	-	2,250		
10-100-110-62770	Photocopier Expense	500	500	507	514
10-100-110-65550	Insurance	150	150	152	154
10-100-110-65560	Janitorial	1,400	1,400	1,420	1,439
10-100-110-65590	Telephone	750	750	761	771
TOTAL MAYOR AND COUNCIL EXPENSES		138,267	202,312	172,863	175,283
EXPENDITURES: ELECTIONS/REFERENDUMS					
10-100-115-60040	Honoraria - Election		10,000		
10-100-115-61110	Advertising		3,000		
TOTAL ELECTIONS/REFERENDUMS EXPENSES		-	13,000	-	-
EXPENDITURES: GRANTS/SUBSIDY					
10-100-120-72010	Homeowner Senior Tax Grants	22,000	22,000	22,308	22,620
10-100-120-72015	Heritage Grant	5,000	5,000	5,070	5,141
10-100-120-72025	Water and Sewer - Senior Discount	50,000	50,000	50,700	51,410
10-100-120-72030	Community Grants	30,000	30,000	30,420	30,846
10-100-120-72035	KDO Funding/Dawson Ski Hill Grants	40,500	40,500	41,067	41,642
TOTAL GRANTS/SUBSIDY EXPENSES		147,500	147,500	149,565	151,659

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Budget 2,018	Provisional 2019	Provisional 2020
EXPENDITURES: ADMINISTRATION					
10-100-150-60010	Wages - Administration	445,650	501,809	508,834	515,958
10-100-150-60015	Benefits - Administration	129,905	155,568	157,746	159,955
10-100-150-60510	Professional Fees	30,000	155,000	157,170	159,370
10-100-150-60515	Audit	30,000	30,000	30,420	30,846
10-100-150-60520	Legal	80,000	80,000	81,120	82,256
10-100-150-60525	Human Resource	10,900	10,900	11,053	11,207
10-100-150-60610	Membership/Conference	1,500	2,500	2,535	2,570
10-100-150-60650	Training	20,000	35,000	35,490	35,987
10-100-150-60660	Travel - Accomodation and Meals	7,000	7,000	7,098	7,197
10-100-150-60665	Travel - Transportation	7,000	7,000	7,098	7,197
10-100-150-61110	Advertising	10,500	10,500	10,647	10,796
10-100-150-61115	Promotional Material/Hosting Events	3,000	3,000	3,042	3,085
10-100-150-61120	Subscriptions & Publications	-	1,500	1,521	1,542
10-100-150-62100	Postage	4,500	4,500	4,563	4,627
10-100-150-62110	Freight	1,500	1,500	1,521	1,542
10-100-150-62500	Computer Network Charge	30,702	100,702	32,111.83	32,561
10-100-150-62700	Supplies - Office	9,000	9,000	9,126	9,254
10-100-150-62750	Non Capital Equipment	5,000	5,000	5,070	5,141
10-100-150-62770	Photocopier Expense	2,500	2,500	2,535	2,570
10-100-150-65100	Building Repairs and Maintenance	7,000	7,000	7,098	7,197
10-100-150-65500	Electrical	10,800	10,800	10,951	11,105
10-100-150-65520	Heating	20,000	20,000	20,280	20,564
10-100-150-65550	Insurance	36,328	36,328	36,837	37,352
10-100-150-65560	Janitorial - City Hall	5,500	5,500	5,577	5,655
10-100-150-65590	Telephone and Fax	15,000	15,000	15,210	15,423
10-100-150-67000	Bank Charges	2,000	2,000	2,028	2,056
10-100-150-67005	Payroll Fees	3,500	3,500	3,549	3,599
10-100-150-67080	Bad Debt Expense	3,000	3,000	3,042	3,085
10-100-150-70000	Contracted Services	1,500	1,500	1,521	1,542
10-100-150-72050	Assessment Fees	34,000	34,000	34,476	34,959
10-100-150-72055	Tax Liens/Title Searches	200	200	203	206
TOTAL ADMINISTRATION EXPENSES		967,484	1,261,807	1,209,472	1,226,405

**City of Dawson
Operating Budget 2018**

EXPENDITURES: OTHER PROPERTY EXPENSES					
10-100-155-65400	Utility - 8th Ave Residence	1,440	1,440	1,460	1,481
10-100-155-65405	Heating - 8th Residence	3,000	3,000	3,042	3,085
10-100-155-65410	Repairs and Maintenance - 8th Residence	5,000	3,000	3,042	3,085
10-100-155-65420	Utility - 6th Ave. Rental	1,440	1,440	1,460	1,481
10-100-155-65430	Repairs and Maintenance - 6th Ave. Rental	8,000	7,500	7,605	7,711
10-100-155-65495	Land Lease	1,850	1,850	1,850	1,850
TOTAL OTHER PROPERTY EXPENSES		20,730	18,230	18,459	18,692

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Budget 2,018	Provisional 2019	Provisional 2020
EXPENDITURES: COMPUTER INFORMATION SYSTEMS					
10-100-160-81000	Accounting System Support Plan	15,000	17,000	17,238	17,479
10-100-160-81010	Network Workstation Support Plan & Update	10,000	15,000	15,210	15,423
10-100-160-81020	Network Software and Accessories	6,500	6,500	6,591	6,683
10-100-160-81025	Repairs, Maintenance & Non Capital Replac	17,000	17,000	17,238	17,479
10-100-160-89000	Contribution to Equipment Replacement Res	15,000	15,000	15,210	15,423
10-100-160-89800	Cost Recapture	(63,500)	(70,500)	(71,487)	(72,488)
TOTAL COMPUTER INFORMATION SYSTEMS EX		-	-	-	-
EXPENDITURES: COMMUNICATIONS					
10-100-165-82020	Insurance Premiums/Licence Fees	2,250	2,250	2,282	2,313
10-100-165-89800	Cost Recapture	(2,250)	(2,250)	(2,282)	(2,313)
TOTAL COMMUNICATIONS EXPENSES		-	-	-	-
EXPENDITURES: MUNICIPAL HEALTH & SAFETY PROGRAM					
10-100-185-60010	Wages - Safety	7,400	7,545	7,650	7,757
10-100-185-60015	Benefits - Safety	1,273	883	895	908
10-100-185-60650	Training	7,500	7,500	7,605	7,711
10-100-185-62700	Supplies	500	500	507	514
TOTAL MUNICIPAL HEALTH & SAFETY PROGRA		16,673	16,428	16,658	16,891
TOTAL GENERAL MUNICIPAL EXPENSES		1,290,654	1,659,276	1,567,017	1,588,930
REVENUE : FUNDING SPECIAL PROJECTS/EVEN					
TOTAL FUNDING SPECIAL PROJECTS/EVENTS R		-	-	-	-
EXPENDITURES: SPECIAL PROJECTS/EVENTS					
10-100-190-76540	Downtown Revitalization/Reserve Transfer	25,000	-		
TOTAL SPECIAL PROJECTS/ EVENTS EXPENSES		25,000	-		
TOTAL GENERAL MUNICIPALITY REVENUES:		5,162,474	5,280,074	5,353,539	5,428,488
TOTAL GENERAL MUNICIPALITY EXPENSES:		1,315,654	1,659,276	1,567,017	1,588,930

**City of Dawson
Operating Budget 2018**

NET GENERAL MUNICIPALITY EXPENSES	-	3,846,820	-	3,620,798	-	3,786,521	-	3,839,559
PERCENTAGE INCREASE				-5.9%		4.6%		1.4%

**City of Dawson
Operating Budget 2018**

2nd Reading

	CABLE	Draft #3	Budget	Provisional	Provisional
	REVENUES - CABLE:	2017 Final	2,018	2019	2020
	Cable Television:				
10-200-200-42000	Analog Basic	190,000	191,012	193,686	196,398
10-200-200-42100	Digital Basic	54,000	52,472	53,207	53,952
10-200-200-42200	Additional Packages	17,000	18,018	18,270	18,526
10-200-200-42600	Reconnects	-	990	1,004	1,018
10-200-200-42700	New Installations/Reconnects	4,000	3,780	3,833	3,887
10-200-200-45000	Fibre Optic Rental	4,500	4,030	4,086	4,144
	TOTAL REVENUE - CABLE:	269,500	270,302	274,086	277,923
	EXPENDITURES - CABLE:				
10-200-200-60010	Wages	15,104	18,737	18,999	19,265
10-200-200-60015	Benefits	2,996	2,719	2,757	2,796
10-200-200-60510	Professional Fees	25,000	20,340	20,625	20,914
10-200-200-60660	Travel - Accomodation and Meals	-	660	669	679
10-200-200-60665	Travel - Transportation	-	82	83	84
10-200-200-61110	Advertising/Analog Channel Guide	5,000	2,211	2,242	2,273
10-200-200-62100	Postage	2,200	3,334	3,381	3,428
10-200-200-62110	Freight	500	54	55	56
10-200-200-62500	Computer Network Charge	1,210	246	249	253
10-200-200-62700	Supplies - Office	3,800	2,761	2,800	2,839
10-200-200-62750	Non-capital Equipment/Office Furniture		4,006	4,062	4,119
10-200-200-62770	Photocopier Expense	1,000	665	674	684
10-200-200-65100	Tower/Equipment Repairs and Mtnce.	2,500	14,115	14,313	14,513
10-200-200-65500	Electrical	12,500	11,295	11,453	11,613
10-200-200-65550	Insurance	1,754	1,800	1,825	1,851
10-200-200-65560	Janitorial - City Hall	2,000	426	432	438
10-200-200-65590	Telephone and Fax	4,000	3,449	3,497	3,546
10-200-200-70000	Contracted Services	60,000	51,364	52,083	52,812
10-200-200-71000	Supplies - Operating	-	11	11	12
10-200-200-71320	Cable Pole Rental/Site Lease	30,000	30,000	30,000	30,000
10-200-200-72200	Television Stations	100,000	105,922	107,405	108,909
	TOTAL EXPENDITURES - CABLE:	269,562	274,197	277,616	281,082
	TOTAL CABLE REVENUES:	269,500	270,302	274,086	277,923

**City of Dawson
Operating Budget 2018**

TOTAL CABLE EXPENSES:	269,562	274,197	277,616	281,082
NET CABLE EXPENSES	62	3,895	3,530	3,159
PERCENTAGE INCREASE		N/A	-9.4%	-17.6%

**City of Dawson
Operating Budget 2018**

2nd Reading

	CEMETERY	Draft #3	Provisional Operating	Budget	Provisional	Provisional
		2017 Final	Budget 2018	2,018	2019	2020
	REVENUE - CEMETERY PLOTS:					
10-500-500-45000	Sale of Cemetery Plots	3,000	3,042	3,000	3,042	3,085
	TOTAL CEMETERY REVENUE:	3,000	3,042	3,000	3,042	3,085
	EXPENDITURES - CEMETERY PLOTS:					
10-500-500-62750	Non-Capital Equipment	1,000	1,014	5,000	5,070	5,141
10-500-500-70000	Contracted Services	3,000	3,042	3,000	3,042	3,085
10-500-500-70100	Landscaping	5,000	5,070	7,000	7,098	7,197
	TOTAL CEMETERY EXPENSE:	9,000	9,126	15,000	15,210	15,423

TOTAL CEMETERY REVENUES:	3,000	3,042	3,000	3,042	3,085
TOTAL CEMETRY EXPENSES:	9,000	9,126	15,000	15,210	15,423
NET CEMETERY EXPENSES	6,000	6,084	12,000	12,168	12,338
PERCENTAGE INCREASE		1%	100%	1.4%	1.4%

**City of Dawson
Operating Budget 2018**

PLANNING & DEVELOPMENT:	Draft #3	Budget	Provisional	Provisional
	2017 Final	2,018	2019	2020
REVENUES - PLANNING:				
Development Permits	21,000	15,000	15,210	15,423
External Funding - Gas Tax	-	110,000	110,000	110,000
Transfer in from Reserves	-	-	-	-
TOTAL REVENUE - PLANNING:	21,000	125,000	125,210	125,423
EXPENDITURES - PLANNING:				
Wages - Planning	88,554	152,211	154,342	156,502
Benefits - Planning	17,256	29,361	29,772	30,189
Professional Fees	35,000	70,000	10,000	10,140
Training	2,000	5,000	5,070	5,141
Travel - Accomodation and Meals	1,500	1,500	1,521	1,542
Travel - Transportation	1,000	2,400	2,434	2,468
Advertising	2,500	5,000	5,070	5,141
Postage	250	250	254	257
Freight	-	-	-	-
Computer Network Charge	1,193	1,000	1,014	1,028
Supplies - Office	1,000	1,100	1,115	1,131
Photocopier Expense	500	500	507	514
Insurance	758	700	710	720
Janitorial - City Hall	1,000	1,500	1,521	1,542
Contracted Services	20,000	20,000	20,280	20,564
Land Development Costs		50,000	50,700	51,410
TOTAL EXPENDITURES - PLANNING:	172,511	340,521	284,309	288,289
			-	-
TOTAL PLANNING REVENUES:	21,000	125,000	125,210	125,423
TOTAL PLANNING EXPENSES:	172,511	340,521	284,309	288,289
NET PLANNING EXPENSES	151,511	215,521	159,099	162,866
PERCENTAGE INCREASE		42%	-26.2%	2.4%

**City of Dawson
Operating Budget 2018**

2nd Reading

		Draft #3 2017 Final	Budget 2,018	Provisional 2019	Provisional 2020
	PROTECTIVE SERVICES				
	REVENUES - FIRE PROTECTION				
10-300-310-43000	Fire Alarm Monitoring	23,500	23,500	23,829	24,163
10-300-310-43050	Inspection Services	1,500	1,500	1,521	1,542
10-300-310-43100	Fire Alarm Response	2,000	2,000	2,028	2,056
10-300-310-43150	Emergency Response	500	500	507	514
10-300-310-43200	Burning Permits	500	500	507	514
10-300-310-43250	Miscellaneous Protective Services	500	500	507	514
10-300-310-43290	CMG - Fire Suppression	50,000	50,000	50,000	50,000
	TOTAL FIRE PROTECTION REVENUES	78,500	78,500	78,899	79,304
				-	-
	EXPENSES - FIRE PROTECTION			-	-
10-300-310-60010	Wages - Fire Protection	90,207	94,097	95,414	96,750
10-300-310-60015	Benefits - Fire Protection	19,839	20,701	20,991	21,285
10-300-310-60020	Fire Fighter Call Outs	75,000	76,500	77,571	78,657
10-300-310-60025	Benefits - Fire Fighter Call Outs	23,000	23,460	23,788	24,121
10-300-310-60510	Professional Fees	2,000	2,040	2,069	2,098
10-300-310-60610	Membership/Conference	1,500	1,530	1,551	1,573
10-300-310-60650	Training/Certificates	17,500	17,850	18,100	18,353
10-300-310-60660	Travel - Accomodation and Meals	7,000	7,140	7,240	7,341
10-300-310-60665	Travel - Transportation	6,000	6,120	6,206	6,293
10-300-310-61110	Advertising	2,000	2,040	2,069	2,098
10-300-310-61115	Promotional Material/Special Events	5,000	5,100	5,171	5,244
10-300-310-61120	Subscriptions & Publications	3,000	3,060	3,103	3,146
10-300-310-62100	Postage	500	510	517	524
10-300-310-62110	Freight	1,500	1,530	1,551	1,573
10-300-310-62500	Computer Network Charge	1,181	1,234	1,251	1,269
10-300-310-62550	Communication Charge	1,113	1,135	1,151	1,167
10-300-310-62700	Supplies - Office	1,000	1,020	1,034	1,049
10-300-310-62750	Non Capital Equipment	5,000	5,100	5,171	5,244
10-300-310-62770	Photocopier Expense	550	561	569	577

**City of Dawson
Operating Budget 2018**

10-300-310-65100	Building Repairs and Maintenance	18,000	18,360	18,617	18,878
10-300-310-65500	Electrical	5,250	5,355	5,430	5,506
10-300-310-65510	Cable TV	1,250	1,275	1,293	1,311
10-300-310-65520	Heating	9,000	9,180	9,309	9,439
10-300-310-65550	Insurance & Licencing	30,065	30,666	31,095	31,530
10-300-310-65560	Janitorial - Fire Hall	1,000	1,020	1,034	1,049
10-300-310-65590	Telephone and Fax	13,000	13,260	13,446	13,634
10-300-310-70000	Contracted Services	40,000	40,800	41,371	41,950
10-300-310-71000	Supplies - Operating	15,000	15,300	15,514	15,731
10-300-310-71010	Supplies - Specialty Clothing	25,000	25,500	25,857	26,219
10-300-310-71020	Supplies - Safety	5,000	5,100	5,171	5,244
10-300-310-71030	Smoke/CO Detector Campaign	5,000	5,100	5,171	5,244
10-300-310-72310	Software and Support - Fire	2,000	2,040	2,069	2,098
10-300-310-72320	Burn Building	1,000	1,020	1,034	1,049
10-300-310-78000	Equipment Rental	1,000	1,020	1,034	1,049
10-300-310-78100	Vehicle Fuel	3,000	3,060	3,103	3,146
10-300-310-78110	Vehicle Repairs and Maintenance	2,000	2,040	2,069	2,098
10-300-310-78520	Interest on Equipment Lease	6,900	7,038	7,137	7,236
10-300-310-78500	Heavy Equipment Fuel	1,000	1,020	1,034	1,049
10-300-310-78510	Heavy Equipment Repairs and Maintenance	10,000	10,200	10,343	10,488
10-300-310-89000	Contribution to Equipment Replacement Reserve			-	-
10-300-310-89500	Contribution to Operating Reserves				
	TOTAL FIRE PROTECTION EXPENSES	457,354	469,082	475,649	482,308
	NET FIRE PROTECTION EXPENSES	378,854	390,582	396,750	403,005
				-	-
				-	-
				-	-

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Budget 2018	Budget 2019	Provisional Operating Budget 2020
	EXPENSES - EMERGENCY MEASURES:			-	-
10-300-350-60010	Wages - EMO	15,346	15,652	15,872	16,094
10-300-350-60015	Benefits - EMO	3,022	3,144	3,188	3,233
10-300-350-60650	Training/Certificates	3,000	3,060	3,103	3,146
10-300-350-60660	Travel - Accomodation and Meals	500	510	517	524
10-300-350-60665	Travel - Transportation	500	510	517	524
10-300-350-61110	Advertising	500	510	517	524
10-300-350-61115	Promotional Material/Special Events	500	510	517	524
10-300-350-62700	Supplies	500	510	517	524
10-300-350-62750	Non Capital Equipment	3,000	3,060	3,103	3,146
	Heating	-		-	-
10-300-350-65550	Insurance	1,509	1,530	1,551	1,573
	TOTAL EMERGENCY MEASURES EXPENDITURES	28,377	28,997	29,403	29,814
	NET EMERGENCY MEASURES EXPENSES	28,377	28,997	29,403	29,814
				-	-

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Budget 2018	Budget 2019	Provisional Operating Budget 2020
	BYLAW ENFORCEMENT			-	-
	REVENUES - BYLAW ENFORCEMENT			-	-
10-300-380-43800	Bylaw Revenue	1,000	1,000	1,014	1,028
10-300-380-43850	Animal Control Fees	3,000	3,000	3,042	3,085
10-300-380-59500	Transfer in from Reserve			-	-
	TOTAL BYLAW ENFORCEMENT REVENUES	4,000	4,000	4,056	4,113
	EXPENSES - BYLAW ENFORCEMENT:			-	-
10-300-380-60010	Wages - Bylaw	66,597	67,929	68,880	69,844
10-300-380-60015	Benefits - Bylaw	15,449	15,758	15,979	16,202
10-300-380-60510	Professional Fees	-	1,000	1,014	1,028
10-300-380-60610	Membership/Conference	-	2,000	2,028	2,056
10-300-380-60650	Training	5,000	5,100	5,171	5,244
10-300-380-60660	Travel - Accomodation and Meals	1,000	2,000	2,028	2,056
10-300-380-60665	Travel - Transportation	1,000	2,000	2,028	2,056
10-300-380-61110	Advertising	600	1,500	1,521	1,542
10-300-380-61115	Promotional Material/Special Events	500	1,000	1,014	1,028
10-300-380-62110	Freight	250	255	259	262
10-300-380-62700	Supplies - Office	1,500	1,530	1,551	1,573
10-300-380-62750	Non Capital Equipment	500	510	517	524
10-300-380-65550	Insurance	1,509	1,540	1,561	1,583
10-300-380-70000	Contracted Services	2,000	2,040	2,069	2,098
10-300-380-70005	Animal Control - Humane Society	15,000	15,300	15,514	15,731
10-300-380-71000	Operating Supplies	750	765	776	787
10-300-380-71010	Specialty Clothing	1,500	1,530	1,551	1,573
10-300-380-78100	Vehicle Fuel	1,000	1,020	1,034	1,049
10-300-380-78110	Vehicle Repairs and Maintenance	1,000	1,020	1,034	1,049
	TOTAL BYLAW ENFORCEMENT EXPENDITURES:	115,155	123,797	125,530	127,287
	NET BYLAW ENFORCEMENT EXPENDITURES	111,155	119,797	121,474	123,174
	NET PROTECTIVE SERVICE EXPENDITURES	518,387	539,375	547,627	555,993

TOTAL PROTECTIVE SERVICES REVENUES:	82,500	82,500	82,955	83,416
TOTAL PROTECTIVE SERVICES EXPENSES:	600,887	621,875	630,582	639,410
NET PROTECTIVE SERVICES EXPENSES	518,387	539,375	547,627	555,993
PERCENTAGE INCREASE		4.0%	1.5%	1.5%

**City of Dawson
Operating Budget 2018**

2nd Reading

	PUBLIC WORKS	Draft #3 2017 Final	Budget 2,018	Provisional 2019	Provisional 2020
	REVENUE - PUBLIC WORKS:				
	WATER SERVICE REVENUE:				
10-400-455-44000	Water Utility Fee	817,390	806,363	817,652	829,099
10-400-455-44100	Water Service Call	3,000	3,000	3,042	3,085
10-400-455-44200	Coin Operated Truck Fill	10,500	10,500	10,647	10,796
10-400-455-59500	Transfer in from Reserve		70,000	70,980	71,974
	TOTAL WATER SERVICE REVENUE:	830,890	889,863	902,321	914,954
	SEWER SERVICE REVENUE:				
10-400-460-44300	Sewer Utility Fee	604,647	597,095	605,454	613,931
10-400-460-44350	Sewer Service Calls	500	500	507	514
10-400-460-44400	YG Charge for WWTP	4,000	-	-	-
10-400-460-59500	Transfer in from Reserve		-	-	-
	TOTAL SEWER SERVICE REVENUE:	609,147	597,595	605,961	614,445
	WASTE MANAGEMENT REVENUE:				
10-400-480-44500	Waste Management Fees	166,347	175,794	178,255	180,751
10-400-480-44600	YG Funding for Waste Management	75,000	75,000	75,000	75,000
	Ground Water Monitoring	20,000	-	-	-
10-400-480-59500	Transfer in from Reserve		-	-	-
	TOTAL WASTE MANAGEMENT REVENUE:	261,347	250,794	253,255	255,751

**City of Dawson
Operating Budget 2018**

	OTHER REVENUE:				
10-400-495-44600	Water Delivery	75,000	67,800	67,800	67,800
10-400-495-44700	New Installation Fee - Labour	22,650	34,276	34,756	35,660
10-400-495-44710	Sale of Gravel	2,500	2,500	2,535	3,060
	Recovery PM Costs	13,396	9,571	9,705	10,352
10-400-495-44715	New Installation Fee - Sale of Inventory	42,350	34,276	34,756	35,660
10-400-495-44725	Load Capacity	25,000	20,000	20,280	24,480
10-400-495-44730	Development Charge/Frontage Charge	-	-	-	-
10-400-495-44750	Disconnect/Reconnect Water Services	9,000	12,100	12,269	14,641
10-400-495-44800	Misc Services	-	-	-	-
10-400-495-44820	Insurance Claim	-	-	-	-
10-400-495-44825	Grant - Training	6,000	15,500	15,717	12,875
	Transfer in from Reserves	-	-	-	-
10-400-495-44850	Lease Income - Dock	7,560	9,450	9,450	9,450
	TOTAL OTHER REVENUE:	203,456	205,473	207,268	213,978
	TOTAL REVENUE - PUBLIC WORKS:	1,904,840	1,943,725	1,968,806	1,999,127

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Budget Budget 2018	Provisional Operating Budget 2019	Provisional Operating Budget 2020
	EXPENDITURES - PUBLIC WORKS: COMMON:				
10-400-410-60010	Wages - PW Common	112,575	125,372	127,127	128,907
10-400-410-60015	Benefits - PW Common	26,760	35,240	35,733	36,234
10-400-410-60510	Professional Fees	1,000	10,000	1,000	1,014
10-400-410-60610	Membership/Conference	500	100	101	103
10-400-410-60650	Training	16,500	12,500	12,675	12,852
10-400-410-60660	Travel - Accomodation and Meals	6,600	7,500	7,605	7,711
10-400-410-60665	Travel - Transportation	3,300	1,875	1,901	1,928
10-400-410-61110	Advertising	1,000	1,150	1,166	1,182
10-400-410-61115	Promotional Material/Special Events	500	900	913	925
10-400-410-61120	Subscriptions & Publications	300	300	304	308
10-400-410-62100	Postage	500	730	740	751
10-400-410-62110	Freight	2,000	2,000	2,028	2,056
10-400-410-62500	Computer Network Charge/Alarm Systems	1,600	2,400	2,434	2,468
10-400-410-62550	Communication Charge	751	228	231	234
10-400-410-62700	Supplies - Office	3,000	3,000	3,042	3,085
10-400-410-62750	Non Capital Equipment	4,000	21,000	21,294	21,592
10-400-410-62770	Photocopier Expense	1,700	1,800	1,825	1,851
10-400-410-65100	Building Repairs and Maintenance	20,000	8,000	8,112	8,226
10-400-410-65500	Electrical	5,000	5,380	5,455	5,532
10-400-410-65520	Heating	20,000	16,500	16,731	16,965
10-400-410-65550	Insurance	1,879	2,581	2,617	2,653
10-400-410-65560	Janitorial - Public Works Blding	500	750	761	771
10-400-410-65590	Telephone and Fax	15,000	15,300	15,514	15,731
10-400-410-70000	Contract Services - Common	0	500	507	514
10-400-410-71000	Supplies - Common Operating	20,000	7,000	7,098	7,197
10-400-410-71020	Supplies - Safety	8,000	7,000	7,098	7,197

**City of Dawson
Operating Budget 2018**

10-400-410-78100	Vehicle Fuel	4,500	4,200	4,259	4,318
10-400-410-78110	Vehicle Repairs and Maintenance	4,500	7,600	4,259	4,259
10-400-410-78500	Heavy Equipment Fuel	0	0	0	0
	Heavy Equipment R&M	0	0	0	0
10-400-410-78520	Heavy Equipment Lease - Interest Expense	1,284	214	0	0
10-400-410-85000	Amortization			0	0
10-400-410-89000	Contribution to Equipment Replacement Fund	92,500	0	0	0
10-400-410-89250	Contribution to Load Capacity Reserve	0	0	0	0
10-400-410-89500	Contribution to Operating Reserves	0	0	0	0
	TOTAL COMMON EXPENDITURES:	375,749	301,119	292,531	296,567

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Budget Budget 2018	Provisional Operating Budget 2019	Provisional Operating Budget 2020
TRANSPORTATION:					
ROADS AND STREETS - SUMMER:					
10-400-420-60010	Wages - PW Roads Summer	15,378	17,013	17,251	17,492
10-400-420-60015	Benefits - PW Roads Summer	3,515	3,370	3,417	3,465
10-400-420-60510	Professional Fees	0	0	0	0
10-400-420-61110	Advertising	500	500	507	514
10-400-420-62110	Freight	500	500	507	514
10-400-420-62500	Computer Network Charge	1,210	1,442	1,462	1,482
10-400-420-62550	Communication Charge	12	228	231	234
10-400-420-62750	Non Capital Equipment/Office Furniture	0	0	0	0
10-400-420-65550	Insurance	1,509	1,539	1,561	1,582
10-400-420-70000	Contracted Services	65,000	66,300	67,228	68,169
10-400-420-71000	Supplies - Operating	2,000	500	507	514
10-400-420-71200	Chemicals	5,000	3,100	3,143	3,187
10-400-420-71240	Cold Mix	3,000	3,000	3,042	3,085
10-400-420-71250	Gravel	12,500	10,000	10,140	10,282
10-400-420-71270	Signs	5,600	5,000	5,070	5,141
10-400-420-71280	Street Lights	12,000	12,500	12,675	12,852
10-400-420-78000	Equipment Rental	0	0	0	0
10-400-420-78100	Vehicle Fuel	1,000	500	507	514
10-400-420-78110	Vehicle Repairs and Maintenance	1,000	500	507	514
10-400-420-78500	Heavy Equipment Fuel	1,000	1,000	1,014	1,028
10-400-420-78510	Heavy Equipment Repairs and Maintenance	2,000	3,000	3,042	3,085
10-400-420-89000	Contribution to Capital Reserves		0	0	0
10-400-420-89500	Contribution to Operating Reserves	0	0	0	0
TOTAL ROADS AND STREETS - SUMMER:		132,724	129,991	131,811	133,656
		Draft #3 2017 Final	Budget Budget 2018	Provisional Operating Budget 2019	Provisional Operating Budget 2020
ROADS AND STREETS - WINTER:					

**City of Dawson
Operating Budget 2018**

10-400-425-60010	Wages - PW Roads Winter	43,427	48,450	49,129	49,816
10-400-425-60015	Benefits - PW Roads Winter	10,045	11,928	12,095	12,265
10-400-425-61110	Advertising	500	500	507	514
10-400-425-62110	Freight	450	500	507	514
10-400-425-62500	Computer Network Charge	1,210	1,442	1,462	1,483
10-400-425-62550	Communication Charge	12	228	231	234
10-400-425-62750	Non Capital Equipment/Office Furniture	0	0	0	0
10-400-425-65550	Insurance	1,509	1,539	1,561	1,582
10-400-425-70000	Contracted Services	140,000	145,000	147,030	149,088
10-400-425-71000	Supplies	500	500	507	514
10-400-425-71200	Chemical	28,000	0	0	0
10-400-425-71240	3/8 Minus Sand Mix	40,000	31,000	31,434	31,874
10-400-425-71270	Signs	500	500	507	514
10-400-425-71280	Street Lights	17,000	17,000	17,238	17,479
10-400-425-78000	Equipment Rental	0	0	0	0
10-400-425-78100	Vehicle Fuel	1,500	1,250	1,268	1,285
10-400-425-78110	Vehicle Repairs and Maintenance	1,500	1,250	1,268	1,285
10-400-425-78500	Heavy Equipment Fuel	2,000	2,000	2,028	2,056
10-400-425-78510	Heavy Equipment Repairs and Maintenance	4,000	6,000	6,084	6,169
10-400-425-89000	Contribution to Capital Reserves	0	0	0	0
10-400-425-89500	Contribution to Operating Reserves	0	0	0	0
	TOTAL ROADS AND STREETS - WINTER	292,153	269,087	272,855	276,675

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Budget Budget 2018	Provisional Operating Budget 2019	Provisional Operating Budget 2020
	SIDEWALKS:				
10-400-430-60010	Wages - PW Sidewalks	16,341	18,451	18,709	18,971
10-400-430-60015	Benefits - PW Sidewalks	3,736	5,795	5,877	5,959
10-400-430-62110	Freight	0	0	0	0
10-400-430-62500	Computer Network Charge	601	721	731	741
10-400-430-65550	Insurance	758	773	784	795
10-400-430-70000	Contracted Services	30,000	11,500	11,661	11,824
10-400-430-71000	Supplies - Material	10,000	10,000	10,140	10,282
10-400-430-71240	Gravel	2,500	1,250	1,268	1,285
10-400-430-71250	Equipment Rental	0	0	0	0
10-400-430-78100	Vehicle Fuel	500	500	507	514
10-400-430-78110	Vehicle Repairs and Maintenance	500	500	507	514
10-400-430-78500	Heavy Equipment Fuel	500	500	507	514
10-400-430-78510	Heavy Equipment Repairs and Maintenance	1,000	1,500	1,521	1,542
	Contribution to Capital Reserves	0	0	0	0
	TOTAL SIDEWALKS:	66,436	51,490	52,211	52,942
	FLOATING DOCK:				
10-400-435-60010	Wages - PW Dock	1,475	1,666	1,699	1,733
10-400-435-60015	Benefits - PW Dock	339	523	534	544
10-400-435-65100	Repair and Maintenance	0	500	510	520
10-400-435-65550	Insurance	758	773	789	804
10-400-435-70000	Contracted Services	13,000	13,000	13,260	13,525
10-400-435-71000	Supplies	500	0	0	0
10-400-435-71320	Marine Lease	150	150	150	150
10-400-435-78000	Equipment Rental	0	0	0	0
10-400-435-85000	Amortization				
10-400-435-89000	Contribution to Capital Reserves	0	0	0	0
	TOTAL FLOATING DOCK:	16,223	16,612	16,942	17,277
	SURFACE DRAINAGE:				
10-400-450-60010	Wages - PW Surface Drainage	37,494	42,044	42,633	43,230

**City of Dawson
Operating Budget 2018**

10-400-450-60015	Benefits - PW Surface Drainage	8,586	11,561	11,723	11,887
10-400-450-60510	Professional Fees	0	0	0	0
10-400-450-62110	Freight	500	500	507	514
10-400-450-62500	Computer Network Charge	601	721	731	741
10-400-450-62750	General Operat-Non Capital Equipment	1,000	1,000	1,014	1,028
10-400-450-65500	Electrical	1,000	1,000	1,014	1,028
10-400-450-65550	Insurance	758	773	784	795
10-400-450-70000	Contracted Services	20,000	15,000	15,210	15,423
10-400-450-71000	Supplies	5,000	5,000	5,070	5,141
10-400-450-78000	Equipment Rental	0	0	0	0
10-400-450-78100	Vehicle Fuel	1,000	1,700	1,724	1,748
10-400-450-78110	Vehicle Repairs and Maintenance	1,000	1,700	1,724	1,748
10-400-450-78500	Heavy Equipment Fuel	1,500	1,500	1,521	1,542
10-400-450-78510	Heavy Equipment Repairs and Maintenance	5,000	4,500	4,563	4,627
10-400-450-89000	Contribution to Capital Reserves		0	0	0
	TOTAL SURFACE DRAINAGE	83,440	86,999	88,217	89,452
	TOTAL TRANSPORTATION COSTS:	590,976	554,180	562,036	570,002

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Provisional Operating Budget 2018	Provisional Operating Budget 2019	Provisional Operating Budget 2020
ENVIRONMENTAL USE AND PROTECTIONS: WATER SERVICES:					
10-400-455-60010	Wages - PW Water Services	348,586	393,722	399,234	404,824
10-400-455-60015	Benefits - PW Water Services	80,609	106,766	108,261	109,777
10-400-455-60510	Professional Fees	0	90,000	10,000	10,140
10-400-455-60515	Professional Fees - Water Licence	10,000	55,000	55,770	56,551
10-400-455-60610	Membership/Conference/Certificates	500	350	355	360
10-400-455-60650	Training	10,500	11,750	11,915	12,081
10-400-455-60660	Travel - Accomodation and Meals	4,200	7,050	7,149	7,249
10-400-455-60665	Travel - Transportation	2,100	1,763	1,788	1,813
10-400-455-61110	Advertising	500	200	203	206
10-400-455-62110	Freight	13,000	13,000	13,182	13,367
10-400-455-62500	Computer Network Charge	5,247	5,766	5,847	5,929
10-400-455-62550	Communication Charge	61	1,139	1,155	1,171
10-400-455-62750	Non Capital Equipment		8,000	8,112	8,226
10-400-455-65100	Repairs and Maintenance	40,000	40,000	40,560	41,128
10-400-455-65500	Electrical	72,000	75,000	76,050	77,115
10-400-455-65520	Heating	200,000	200,000	202,800	205,639
10-400-455-65550	Insurance	9,051	9,232	9,361	9,492
10-400-455-65590	Telephone	2,071	2,112	2,142	2,172
10-400-455-70000	Contract Services	40,000	35,000	35,490	35,987
10-400-455-71000	Supplies - Operating	40,000	32,000	32,448	32,902

**City of Dawson
Operating Budget 2018**

10-400-455-71200	Chemicals	4,000	4,000	4,056	4,113
10-400-455-72400	Water Sampling/Testing	8,000	7,000	7,098	7,197
10-400-455-78000	Equipment Rental	0	0	0	0
10-400-455-78100	Vehicle Fuel	11,000	11,220	11,377	11,536
10-400-455-78110	Vehicle Repairs and Maintenance	11,000	11,220	11,377	11,536
10-400-455-78500	Heavy Equipment Fuel	1,000	1,000	1,014	1,028
10-400-455-78510	Heavy Equipment Repairs	2,000	3,000	3,042	3,085
10-400-455-85000	Amortization			0	0
10-400-455-89000	Contribution to Capital Reserves		0	0	0
10-400-455-89500	Contribution to Operating Reserves	0	0	0	0
	TOTAL WATER SERVICES:	915,424	1,125,291	1,059,785	1,074,622

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Budget Budget 2018	Provisional Operating Budget 2019	Provisional Operating Budget 2020
	SEWER SERVICES:				
10-400-460-60010	Wages - PW Sewer Services	139,175	157,940	160,151	162,393
10-400-460-60015	Benefits - PW Sewer Services	32,021	36,491	37,002	37,520
10-400-460-60510	Professional Fees	0	0	0	0
10-400-460-60610	Membership/Conference/Dues	500	350	355	360
10-400-460-60650	Training	750	6,750	6,845	6,940
10-400-460-60660	Travel - Accomodation and Meals	300	4,050	4,107	4,164
10-400-460-60665	Travel - Transportation	150	1,050	1,065	1,080
10-400-460-61110	Advertising	200	200	203	206
10-400-460-62110	Freight	5,000	5,000	5,070	5,141
10-400-460-62500	Computer Network Charge	3,009	3,604	3,654	3,706
10-400-460-62550	Communication Charge	49	911	924	937
10-400-460-62750	Non Capital Equipment		3,000	3,042	3,085
10-400-460-65100	Repairs and Maintenance	20,000	20,000	20,280	20,564
10-400-460-65110	Repairs and Maintenance - WWTP related	0	0	0	0
10-400-460-65500	Electrical	20,000	20,000	20,280	20,564
10-400-460-65520	Heating	0	0	0	0
10-400-460-65550	Insurance	6,032	6,153	6,239	6,326
10-400-460-70000	Contracted Services	40,000	20,000	20,280	20,564
	Corix Contract	0	0	0	0
10-400-460-71000	Supplies	15,000	12,000	12,168	12,338

**City of Dawson
Operating Budget 2018**

10-400-460-71020	Supplies - Safety	5,000	5,000	5,070	5,141
10-400-460-71200	Chemicals	0	3,000	3,042	3,085
10-400-460-72400	Sampling/Testing	0	0	0	0
10-400-460-78000	Equipment Rental	0	0	0	0
10-400-460-78100	Vehicle Fuel	3,000	4,000	4,056	4,113
10-400-460-78110	Vehicle repair and maintenance PW Sewer			0	0
10-400-460-89000	Contribution to Capital Reserves Sewer	3,000		0	0
10-400-460-78500	Heavy Equipment Fuel	500	1,000	1,014	1,028
10-400-460-78510	Heavy Equipment R&M	1,000	3,000	3,042	3,085
10-400-460-89500	Contribution to Capital Reserves		0	0	0
	TOTAL SEWER SERVICES:	294,686	313,499	317,888	322,338
	WASTE WATER TREATMENT PLANT:				
10-400-465-60010	Wages - PW WWTP	0	0	0	0
10-400-465-60015	Benefits - PW WWTP	0	0	0	0
10-400-465-60510	Professional Fees - Water Licence	8,000	0	0	0
10-400-465-60650	Training	0	0	0	0
10-400-465-60660	Travel - Accomodation and Meals	0	0	0	0
10-400-465-60665	Travel - Transportation	0	0	0	0
10-400-465-62110	Freight	500	0	0	0
10-400-465-65100	Repairs and Maintenance - WWTP related	0	0	0	0
10-400-465-71020	Supplies - Safety	0	0	0	0
10-400-465-70000	Contract Services	0	0	0	0
10-400-465-71000	Supplies - WWTP related				
10-400-465-72100	YG Payment towards Operating WWTP	210,000	210,000	214,200	218,484
10-400-465-72400	Sampling/Testing	1,250	0	0	0
10-400-465-78100	Vehicle Fuel	0	0	0	0
	Vehicle Repairs and Maintenance	0	0	0	0
	TOTAL WASTE WATER TREATMENT PLANT:	219,750	210,000	214,200	218,484
	TOTAL SEWER SERVICES	514,436	523,499	532,088	540,822

**City of Dawson
Operating Budget 2018**

		Draft #3 2017 Final	Budget Budget 2018	Provisional Operating Budget 2019	Provisional Operating Budget 2020
WASTE MANAGEMENT:					
10-400-480-60010	Wages - PW Waste Management	93,189	108,238	109,753	111,290
10-400-480-60015	Benefits - PW Waste Management	21,451	27,528	27,914	28,305
10-400-480-60510	Professional Fees	40,000	20,000	20,280	20,564
10-400-480-60650	Training	3,300	0	0	0
10-400-480-60660	Travel - Accomodation and Meals	1,320	0	0	0
10-400-480-60665	Travel - Transportation	660	0	0	0
10-400-480-61110	Advertising	750	500	507	514
10-400-480-62110	Freight	500	750	761	771
10-400-480-62500	Computer Network Charge	3,009	3,604	3,654	3,706
10-400-480-62550	Communication Charge	251	911	924	937
10-400-480-62750	Non-Capital Equipment	1,500	3,500	3,549	3,599
10-400-480-65100	Building Repairs and Maintenance	2,000	4,000	4,056	4,113
10-400-480-65500	Electrical	0	0	0	0
10-400-480-65520	Heating	2,000	3,000	3,042	3,085
10-400-480-65550	Insurance	6,032	6,153	6,239	6,326
10-400-480-65560	Janitorial Supplies	200	200	203	206
10-400-480-65590	Telephone and Fax	750	765	776	787
10-400-480-70000	Contracted Services	70,000	75,000	76,050	77,115
10-400-480-70100	Waste Diversion CKS	63,000	63,000	63,000	63,000
10-400-480-70200	Waste Diversion Planning & Implementation	30,000	0	0	0

**City of Dawson
Operating Budget 2018**

10-400-480-71000	Supplies	3,000	1,500	1,521	1,542
10-400-480-71020	Supplies - Safety	1,000	750	761	771
10-400-480-72400	Sampling/Testing	24,000	24,000	24,336	24,677
10-400-480-78000	Equipment Rental	0	0	0	0
10-400-480-78100	Vehicle Fuel	500	500	507	514
10-400-480-78110	Vehicle Repairs and Maintenance	500	500	507	514
10-400-480-78115	Water Delivery/Septic	1,000	1,000	1,014	1,028
10-400-480-78500	Heavy Equipment Fuel	3,000	3,000	3,042	3,085
10-400-480-78510	Heavy Equipment Repairs and Maintenance	6,000	9,000	9,126	9,254
10-400-480-85000	Amortization			0	0
10-400-480-89000	Contribution to Capital Reserves		0	0	0
10-400-480-89500	Contribution to Operating Reserves	0	0	0	0
	TOTAL WASTE MANAGEMENT:	378,912	357,399	361,521	365,700
	OTHER:				
10-400-495-60010	Wages - PW Other	1,058	1,136	1,152	1,168
10-400-495-60015	Benefits - PW Other	243	28	28	29
10-400-495-70000	Contracted Services	40,000	22,000	22,308	22,620
10-400-495-70100	Water Delivery	100,000	80,755	81,886	83,032
10-400-495-70200	Waste Collection	290,000	320,000	324,480	329,023
10-400-495-71000	Supplies & Cost of Misc Sales	1,000	0	0	0
10-400-495-72425	Insurance claim costs	0	0	0	0
10-400-495-72450	New Installation Costs	35,000	45,000	45,630	46,269
	TOTAL OTHER:	467,301	468,919	475,484	482,141
	TOTAL ENVIRONMENTAL USE AND PRO	2,276,073	2,475,108	2,428,877	2,463,285
	TOTAL PUBLIC WORKS REVENUE	1,904,840	1,943,725	1,968,806	1,999,127
	TOTAL PUBLIC WORKS EXPENDITURES	3,242,798	3,330,407	3,283,444	3,329,853
	NET PUBLIC WORKS EXPENDITURES	1,337,958	1,386,682	1,314,638	1,330,726
	PERCENTAGE INCREASE		3.6%	-5.2%	1.2%

**City of Dawson
Operating Budget 2018**

2nd Reading

RECREATION:		Draft #3	Budget	Provisional	Provisional
		2017 Final	2,018	2019	2020
REVENUE - RECREATION COMMON					
10-700-750-47050	Lotteries - Yukon	32,800	31,868	32,314	32,767
10-700-750-47805	Equipment Rental	3,000	3,000	3,042	3,085
TOTAL REVENUES-RECREATION COMMON		35,800	34,868	35,356	35,851
EXPENDITURES - REC CENTER/COMMON SERVICES:					
10-700-750-60010	Wages - Recreation	126,643	151,264	153,382	155,529
10-700-750-60015	Benefits - Recreation	30,014	34,480	34,963	35,452
10-700-750-60050	Casual Labour	-	-	-	-
10-700-750-60510	Professional Fees	10,000	20,000	20,280	20,564
10-700-750-60610	Membership/Conference Fees	-	-	-	-
10-700-750-60650	Training	2,000	3,000	3,042	3,085
10-700-750-60660	Travel - Accomodation and Meals	1,000	1,200	1,217	1,234
10-700-750-60665	Travel - Transportation	1,000	1,200	1,217	1,234
10-700-750-61110	Advertising	1,000	1,000	1,014	1,028
10-700-750-62100	Postage	2,000	500	507	514
10-700-750-62110	Freight	500	200	203	206
10-700-750-62500	Computer Network Charge	12,700	11,076	11,231	11,388
10-700-750-62700	Supplies - Office	10,000	10,000	10,140	10,282
10-700-750-62750	Non Capital Equipment/Office Furniture	8,500	8,600	8,720	8,842
10-700-750-62770	Photocopier Expense	4,000	4,000	4,056	4,113
10-700-750-65550	Insurance	54,285	55,000	55,770	56,551
10-700-750-65590	Telephone and Fax	12,000	15,000	15,210	15,423
10-700-750-67000	Bank Service Charges/Debit Machine Exp.	2,300	2,500	2,535	2,570
10-700-750-70000	Contracted Services	5,000	5,000	5,070	5,141
10-700-750-71025	Supplies - Safety	6,000	3,500	3,549	3,599
10-700-750-75000	Lottery Grants	32,800	31,368	31,807	32,252
10-700-750-78100	Vehicle Fuel	2,000	2,000	2,028	2,056
10-700-750-78110	Vehicle Repairs and Maintenance	3,500	2,500	2,535	2,570
TOTAL REC. COMMON/CENTER EXPENSES:		327,243	363,388	368,475	373,634
NET - RECREATION COMMON/CENTRE EXPENSES		291,443	328,520	333,119	337,783

City of Dawson

Operating Budget 2018

		Draft #3 2017 Final	Budget 2018	Provisional 2019	Provisional 2020
REVENUE - PROGRAMS AND EVENTS					
10-700-710-47000	YLAP Grant/Youth Summer Activity Grant	12,500	12,500	12,675	12,852
10-700-710-47500	Programs - Under 14 yrs of age	30,000	38,000	38,532	39,071
10-700-710-47505	Programs - 15 yrs +	3,000	5,000	5,070	5,141
10-700-710-47600	Canada Day Grant	4,700	4,600	4,664	4,730
TOTAL REVENUES - PROGRAMS AND EVENTS		50,200	60,100	60,941	61,795
EXPENDITURES - PROGRAMS AND EVENTS					
10-700-710-60010	Wages - Programs and Events	151,841	154,287	156,447	158,637
10-700-710-60015	Benefits - Programs and Events	35,986	35,986	36,490	37,001
10-700-710-60055	WCB - Instructors	2,000	500	507	514
10-700-710-60610	Membership/Conference Fees	200	200	203	206
10-700-710-60650	Training	1,000	1,000	1,014	1,028
10-700-710-60660	Travel - Accomodation	1,000	1,000	1,014	1,028
10-700-710-60665	Travel - Transportation	1,000	1,000	1,014	1,028
10-700-710-62110	Freight	500	500	507	514
10-700-710-62750	Non Capital Equipment	2,000	2,000	2,028	2,056
10-700-710-70000	Contracted Services - Instructors	5,000	10,000	10,140	10,282
10-700-710-71000	Supplies Programming	10,000	10,000	10,140	10,282
10-700-710-71050	Supplies - YLAP	12,500	12,500	12,675	12,852
10-700-710-71330	Rental Space	500	200	203	206
10-700-710-76500	Canada Day	4,700	4,600	4,664	4,730
10-700-710-76505	Discovery Day	4,200	4,200	4,259	4,318
10-700-710-76508	Celebration of Lights	4,000	9,000	9,126	9,254
TOTAL PROGRAMS & EVENTS EXPENSES:		236,428	246,973	250,431	253,937
NET - PROGRAMS & EVENTS EXPENSES		186,228	186,873	189,489	192,142
REVENUE - AMFRC					
10-700-720-47400	Public Skating	3,000	3,000	3,042	3,085
10-700-720-47405	Ice Fees	22,600	35,000	35,490	35,987
10-700-720-47500	Rec Centre Programs 14-	1,500	-	-	-
10-700-720-47505	Rec Centre Progams - 15+	100	-	-	-
10-700-720-47700	Curling Club Lease	4,000	4,000	4,056	4,113
10-700-720-47705	Recreation Facility Rental	6,000	7,000	7,098	7,197
	Recovery PM Costs	4,465	3,176	3,221	3,266
TOTAL REVENUES - AMFRC		41,665	52,176	52,907	53,648

City of Dawson

EXPENDITURES - AMFRC		Operating Budget 2018			
10-700-720-60010	Wages - AMFRC	152,331	147,161	149,221	151,310
10-700-720-60015	Benefits - AMFRC	32,221	35,000	35,490	35,987
10-700-720-62110	Freight - AMFRC	1,000	2,000	2,028	2,056
10-700-720-65100	Building R & M - AMFRC	100,000	120,000	121,680	123,384
10-700-720-65300	Equipment R & M	10,000	15,000	15,210	15,423
10-700-720-65500	Electrical - AMFRC	55,000	80,000	81,120	82,256
10-700-720-65515	Propane - AMFRC	1,300	1,300	1,318	1,337
10-700-720-65520	Heating - AMFRC	80,000	120,000	121,680	123,384
10-700-720-65560	Janitorial - AMFRC	5,000	10,000	10,140	10,282
10-700-720-67050	Interest on Long Term Debt - AMFRC	39,224	37,080	34,850	32,530
10-700-720-70000	Contracted Services - AMFRC	10,000	5,000	5,070	5,141
10-700-720-71000	Supplies Operating - AMFRC	5,000	2,500	2,535	2,570
10-700-720-78500	Equip Fuel - AMFRC	1,000	1,500	1,521	1,542
	TOTAL AMFRC EXPENSES:	492,076	576,541	581,863	587,202
	NET - AMFRC EXPENSES	450,411	524,364	528,956	533,554

City of Dawson

Operating Budget 2018

		Draft #3 2017 Final	Budget 2018	Provisional 2019	Provisional 2020
REVENUE - WATERFRONT				-	-
10-700-740-47460	Fitness Passes	45,000	47,000	47,658	48,325
TOTAL REVENUES - WATERFRONT		45,000	47,000	47,658	48,325
EXPENDITURES - WATERFRONT					
10-700-740-60010	Wages - Waterfront	31,793	15,000	15,210	15,423
10-700-740-60015	Benefits - Waterfront	7,535	1,800	1,825	1,851
10-700-740-62110	Freight	500	500	507	514
10-700-740-65100	Building R & M	-	20,000	20,280	20,564
10-700-740-65300	Equipment R & M	5,000	5,000	5,070	5,141
10-700-740-65500	Electrical	3,000	4,500	4,563	4,627
10-700-740-65520	Heating	4,000	4,000	4,056	4,113
10-700-740-65560	Janitorial	2,000	15,000	15,210	15,423
10-700-740-70000	Contracted Services	1,500	1,500	1,521	1,542
10-700-740-71000	Supplies Operating	2,000	2,000	2,028	2,056
TOTAL WATERFRONT EXPENSES:		57,328	69,300	70,270	71,254
NET - WATERFRONT EXPENSES		12,328	22,300	22,612	22,929
REVENUE - POOL					
10-700-760-47020	Pool Training Funding	2,000	1,500	1,521	1,542
10-700-760-47300	Public Swim	12,000	14,500	14,703	14,909
10-700-760-47305	Swimming Lessons 14-	14,000	12,000	12,168	12,338
10-700-760-47310	Swimming Lessons 15+	2,500	1,500	1,521	1,542
10-700-760-47350	Merchandise	100	100	101	103
10-700-760-47450	Fitness Swim	2,000	-	-	-
10-700-760-47460	Swim Club	2,000	1,000	1,014	1,028
	Recovery PM Costs	1,116	794	805	816
10-700-760-47705	Rentals	300	500	507	514
TOTAL REVENUES - POOL		36,016	31,894	32,341	32,793
EXPENDITURES - POOL					
10-700-760-60010	Wages - Pool	115,188	116,801	118,436	120,094
10-700-760-60015	Benefits - Pool	21,605	21,908	22,215	22,526
10-700-760-60610	Membership/Conference	200	200	203	206
10-700-760-60650	Training	5,000	5,000	5,070	5,141
10-700-760-60660	Travel - Accomodation and Meals	2,000	2,500	2,535	2,570
10-700-760-60665	Travel - Transportation	1,000	1,500	1,521	1,542

City of Dawson

		Operating Budget 2018			
10-700-760-62110	Freight		2,000	2,028	2,056
10-700-760-62700	Supplies - Office	1,000	1,200	1,217	1,234
10-700-760-62750	Non Capital Equipment/Office Furniture	2,000	1,000	1,014	1,028
10-700-760-65100	Building Repairs and Maintenance	30,000	65,000	65,910	66,833
10-700-760-65500	Electrical	20,000	20,000	20,280	20,564
10-700-760-65520	Heating	40,000	45,000	45,630	46,269
10-700-760-65560	Janitorial Supplies	5,000	3,000	3,042	3,085
10-700-760-70000	Contracted Services	5,000	5,000	5,070	5,141
10-700-760-71000	Supplies - Operational	2,500	2,000	2,028	2,056
10-700-760-71050	Swim Club Expenditures	1,500	1,000	1,014	1,028
10-700-760-71100	Supplies - Lesson Material	3,000	1,500	1,521	1,542
10-700-760-71200	Chemicals	3,000	5,000	5,070	5,141
	TOTAL POOL EXPENSES:	257,993	299,609	303,804	308,057
	NET - POOL EXPENSES	221,977	267,715	271,463	275,263

City of Dawson

Operating Budget 2018

		Draft #3 2017 Final	Budget 2018	Provisional 2019	Provisional 2020
REVENUE - GREEN SPACE					
10-700-770-44705	Rentals - Minto	1,200	1,200	1,217	1,234
10-700-770-44710	Vendor Stalls	3,500	1,000	1,014	1,028
10-700-770-44720	Commemorative Parks Program Donations	2,000	3,000	3,042	3,085
10-700-770-47010	Growing Forward Grant	7,000	-	-	-
	Recovery PM Costs	1,116	794	805	816
10-700-770-47715	Rentals - Parks & Greenspaces	1,500	6,000	6,084	6,169
TOTAL REVENUES - GREEN SPACE		16,316	11,994	12,162	12,332
EXPENDITURES - GREEN SPACE					
10-700-770-60010	Wages	162,039	90,900	92,173	93,463
10-700-770-60015	Benefits	25,046	19,938	20,217	20,500
10-700-770-60510	Professional Fees	-	-	-	-
10-700-770-60610	Membership/Conference	-	-	-	-
10-700-770-60650	Training	1,000	1,000	1,014	1,028
10-700-770-60660	Travel - Accomodation and Meals	-	-	-	-
10-700-770-60665	Travel - Transportation	-	-	-	-
10-700-770-60750	Non Capital Equipment			-	-
10-700-770-62110	Freight	-	500	507	514
10-700-770-62750	Non Capital Equipment	500	1,000	1,014	1,028
10-700-770-65100	Repairs & Maintenance - Minto	500	1,000	1,014	1,028
10-700-770-65105	Repairs & Maintenance - Other	8,000	10,000	10,140	10,282
	Repairs & Maintenance - Crocus	-	-	-	-
	Repairs & Maintenance - Community Garden	-	-	-	-
	Repairs & Maintenance - Waterfront	-	-	-	-
	Building Repairs and Mtncce - Parks	-	-	-	-
10-700-770-65200	Commemorative Parks Program	2,000	4,500	4,563	4,627
10-700-770-65300	Equipment Repairs & Maintenance	500	2,000	2,028	2,056
10-700-770-65500	Electric - Minto	3,500	3,500	3,549	3,599
10-700-770-65520	Electric - Other	1,000	3,000	3,042	3,085
10-700-770-65560	Greenspace Janitorial		1,200	1,217	1,234
10-700-770-70000	Contracted Services	25,000	35,000	35,490	35,987
10-700-770-70100	Parks & Greenspace Maintenance	-	40,000	40,560	41,128
10-700-770-70200	Trail Maintenance - Green Space	10,000	10,000	10,140	10,282
10-700-770-71320	Land Lease	200	500	507	514
10-700-770-71325	Golf Course - Operating Lease	35,000	35,000	35,490	35,987
10-700-770-72040	DC Minor Soccer	5,000	5,000	5,070	5,141
10-700-770-75000	Community Garden	10,000	10,000	10,140	10,282

City of Dawson

10-700-770-78500	Equipment Fuel	Operating Budget 2018	500	507	514
	TOTAL GREEN SPACE & PARK MTNCE EXPENSE	290,285	274,538	278,382	282,279
	NET GREEN SPACE EXPENSES	273,969	262,544	266,220	269,947
	NET RECREATION EXPENSES	1,436,356	1,592,316	1,611,859	1,631,618
	TOTAL RECREATION REVENUES:	224,998	238,033	241,365	244,744
	TOTAL RECREATION EXPENSES:	1,661,354	1,830,348	1,853,224	1,876,362
	NET RECREATION EXPENSES	1,436,356	1,592,316	1,611,859	1,631,618
	PERCENTAGE INCREASE		10.86%	1.2%	1.2%

City of Dawson			
2018 Capital Expenditures			
Capital Project Summary			
Appendix B			
Capital Projects Managed by the City of Dawson			
Capital Program Expenditures	Department	2018 Amount	Source of Funding
Computer - Bylaw	Adm	2,500	A
Computer - Fire Chief	Adm	2,500	A
2 Computer - PW	Adm	5,000	A
Solid Waste Management Program Design	PW	40,000	A
Phone Server/Software	Adm	5,000	A
Curling Stand Up Cooler	REC	8,000	A
Electrocfusion Machine	PW	6,000	A
Extrication Equipment	PS	50,000	A
Ford E350XL Van	REC	60,000	A
Ford F150	REC	40,000	A
Husqvarna Aerator	REC	5,000	A
Precor Treadmill	REC	10,000	A
SCBA Gear	PS	19,296	A
Street Signs	PW	5,000	A
Toyota Tacoma (on call truck)	PW	40,000	A
Website/Network/VCH upgrade and development	Adm	25,000	A
Recretaion Centre Planning	REC	40,000	A
Records Management CP14	Adm	50,000	B
Pool upgarde - C18-03-02 See Rec pool upgrade	REC	306,250	B
Minto Concession - Construction	REC	254,000	B/F/H/
Minto Contents Replacement	REC	11,464	H
Trail Management Plan Implementation	REC	181,500	B/H/I
Pool Upgrades Wall Memembrane & Struts & Flooring	REC	-	
Recreation Centre Seismic Upgrades	REC	145,000	?

Asset Management Software	PW	50,000	B
Asbestos Exposure Control Plan	PW	40,000	B
Used Vactor Truck purchase	PW	100,000	B
Replace communication building	PS	175,000	B
Restoration of CBC Building	PD	105,000	B/E/G
Installation of Generator	PS	125,000	B
UV Installation at Pump House	PW	250,000	G
Ongoing CCTV Program	PW	50,000	I
Total Dawson Capital Expenditures		2,206,510	
Capital Projects Managed by Yukon Government			
Capital Program Expenditures	Department	2018 Amount	
Phase 1 - 5th Ave Sewer Replacement King St. to Princess St.	PW	1,604,000	
Phase 2 - 5th Ave Sewer Replacement Princess St. to Harper St.	PW	2,000,000	
Klondike Valley Lift Station Upgrades	PW	650,000	
Craig St. Sewer Replacement	PW	555,000	
Phase 1 - Front St. and Turner St. Sewer Replacement	PW	1,869,000	
5th Avenue Sewer Replacement - Princess Street to WWTP	PW	50,000	
Total YG Capital Expenditures		6,728,000	
Summary of Capital Expenditures		8,934,510	
Funding Sources		2018 Amount	
Government of Yukon (25%)		1,682,000.00	
Canada Clean Water and Wastewater Fund (75%)		5,046,000.00	
Total Funding Sources		6,728,000	
Funding Sources		2018 Amount	
A - Reserves		363,296	
B - Gas Tax Funding		1,350,250	
C - Accumulated Surplus (Approved from Surplus)			
D - Current Operating Funds			

E - Other Grant Funding		50,000	
F- CDF		100,000	
G - YG Contribution Agreement		6,978,000	
H - Other Funding (KVA, Insurance Claim)		42,964	
I - Project Dependant on funding Source Secured		50,000	
Total Funding Sources		8,934,510	-
A - Reserves	363,296		
B - Gas Tax Funding	1,350,250		
E - Other Grant Funding	50,000		
F- CDF	100,000		
H - Other Funding (KVA, Insurance Claim)	42,964		
I - Project Dependant on funding Source Secured	50,000		
G - UV Installation at Pump House	250,000		
G - 5th Avenue Sewer Replacement - Princess Street to WWTP	50,000		
G - Craig St. Sewer Replacement	555,000		
G - Klondike Valley Lift Station Upgrades	650,000		
G - Phase 1 - 5th Ave Sewer Replacement King St. to Princess St.	1,604,000		
G - Phase 1 - Front St. and Turner St. Sewer Replacement	1,869,000		
G - Phase 2 - 5th Ave Sewer Replacement Princess St. to Harper St.	2,000,000		
	8,934,510		

City of Dawson

2018 Capital Project Plan

Administration

Projects:	Project Value	Funding Source	2018	2019	2020	2021	2022	Future
Expenses:								
Restoration of CBC Building	1,227,000	A/G/E	105,000					
Records Management CP14	50000	B	50,000					
Total Capital Projects	1,327,000		155,000	-	-	-	-	-
Funding:								
A - Reserves			35,500					
B - Gas Tax Funding			50000					
C - Accumulated Surplus (Approved from Surplus)								
D - Current Operating Funds								
E - Other Grant Funding			50,000					
F- CDF								
G - YG Contribution Agreement			19,500					
H - Other Funding (KVA, Insurance Claim)								
I - Project Dependant on funding Source Secured								
Total Funding			155,000	-	-	-	-	-

City of Dawson
10 Year Equipment Replacement Plan
TECHNOLOGY REPLACEMENT PLAN

Description	Model Year	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Future
Replace Computer System												
Website/VCH upgrade and development		25,000	25,000									
- 1 Servers - Diamond Server	2016				10,000					15,000		
- 1 Server - General Server	2015			10,000					10,000			
- 6 Finance Computers & EA	2016				15,000					15,000		
- Software/Licencing for new computers	2016			6,000	14,000				6,000	15,000		
- Computer - CAO	2016				2,500							2,000
- Computer - Fire Chief	2013	2,500		2,500			2,500					2,500
- Computer - Bylaw	2012	2,500										2,500
- Computer - CDO	2012					2,500						2,500
- Computer - Council Chamber	2015			2,500								2,500
- 7 Recreation Computers												
1 Pool	2015				2,000							2,000
1 Building Maintenance	2014		2,500					2,500				
5 Recreation Office - Note	2016				12,500					15,000		12,500
- 2 Public Works Computers	2011	5,000				5,000						5,000
1 Pump house	2014		4,000					4,000				
- Phone Server/Software	2013	5,000					5,000					5,000
- Council Chamber AV Equipment	2016											15,000
Total Expenditure		40,000	31,500	21,000	56,000	7,500	7,500	6,500	16,000	60,000	-	51,500

Administration Reserve Opening Balance	\$45,501	\$34,501	\$50,001	\$74,001	\$63,001	\$100,501	\$138,001	\$176,501	\$205,501	\$190,501	\$235,501
Current Year Equipment Expenditures	\$40,000	\$31,500	\$21,000	\$56,000	\$7,500	\$7,500	\$6,500	\$16,000	\$60,000	\$0	\$51,500
Administration Reserve Contribution	\$29,000	\$47,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
Administration Reserve YE Balance	\$34,501	\$50,001	\$74,001	\$63,001	\$100,501	\$138,001	\$176,501	\$205,501	\$190,501	\$235,501	\$229,001

City of Dawson

2018 Capital Project Plan

Protective Services

Projects:	Project Value	Funding Source	2018	2019	2020	2021	2022	Future
Expenses: (with funding source by letter)								
Back up Generator for City Office/Emergency Operations								
Installation of Generator	125,000	B	125,000					
Convert fire training facility to propane	220,000	I		220,000				
Upgrade to fire dispatch center	75,000	A		75,000				
Replace communication building	175,000	B	175,000					
Bush Truck replacement	60,000	A			60,000			
Total Capital Projects	655,000		300,000	295,000	60,000	-		-
Funding:								
A - Reserves			175,000	75,000	60,000			
B - Gas Tax Funding								
C - Accumulated Surplus (Approved from Surplus)			125,000					
D - Current Operating Funds								
E - Other Grant Funding								
F- CDF								
G - YG Contribution Agreement								
H - Other Funding (KVA, Insurance Claim)								
I - Project Dependant on funding Source Secured				220,000				
Total Funding			300,000	295,000	60,000	-		-

City of Dawson
 10 Year Equipment Replacement Plan
 PROTECTIVE SERVICES

Description	Model Year	Replacement Cost	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Future
Bylaw Enforcement Truck	2013	\$54,000							54,000				
Fire Engine	1980	\$350,000											
Fire Engine	2015	\$400,000											400,000
Fire Engine	1998	\$450,000											450,000
Rescue Truck	1999	\$60,000			60,000								
Command Vehicle	2007	\$45,000											
Rescue Trailer	2009	\$9,000											9,000
SCBA Fill Station*	2007	\$20,000											
Extrication Equipment	2002	\$47,000	50,000										
SCBA Gear	2016	\$92,203	19,296	20,283	21,321	12,947							
Fire Alarm Monitoring System	2002	\$30,000											30,000
Fire Extinguisher Training Unit	2014	\$35,000											35,000
Total Expenditure		1,242,203	69,296	20,283	81,321	12,947	-	-	54,000	-	-		

PS Reserve Opening Balance	\$22,243	\$14,947	\$56,664	\$45,343	\$72,396	\$112,396	\$152,396	\$138,396	\$178,396	\$218,396		
Current Year Equipment Expenditures	\$69,296	\$20,283	\$81,321	\$12,947	\$0	\$0	\$54,000	\$0	\$0	\$0		
Outside Financing/Sale of Equipment												
PS Reserve Contribution	\$62,000	\$62,000	\$70,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000		
PS Capital Lease Payment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
PS Reserve YE Balance	\$14,947	\$56,664	\$45,343	\$72,396	\$112,396	\$152,396	\$138,396	\$178,396	\$218,396	\$218,396		

City of Dawson
2018 Capital Project Plan
Public Works

Projects:	Project Value	Funding Source	2018	2019	2020	2021	2022	Future
Expenses: (with funding source by letter)								
Water System:								
UV Installation at Pump House	250,000	G	250,000					
Phase 1 - Water Treatment Plant	15,000,000	G			15,000,000			
Phase 2 - Water Treatment Plant - Reservoir Construction	4,000,000	G					4,000,000	
Upsize loop 4 Water Main -	4,000,000	I						4,000,000
Sewer System:								
Phase 1 - 5th Ave Sewer Replacement King St. to Princess St.	1,604,000	G	1,604,000					
Used Vactor Truck purchase	100,000	B	100,000					
Phase 2 - 5th Ave Sewer Replacement Princess St. to Harper St.	2,000,000	G	2,000,000					
Klondike Valley Lift Station Upgrades	650,000	G	650,000					
Craig St. Sewer Replacement	555,000	G	555,000					
Phase 1 - Front St. and Turner St. Sewer Replacement	1,869,000	G	1,869,000					
Ongoing CCTV Program	150,000	I	50,000	50,000	50,000			
Phase 2 - Front St. and Turner St. Sewer Replacement	1,869,000	G		1,869,000				
Replace Craig St. Hydraulic Tower	400,000	G		400,000				
5th Ave Sewer Replacement Craig St. to Harper St.	2,825,000	G		2,825,000				
3rd Ave Sewer Replacement King St. to Albert St.	2,825,000	G		2,825,000				
York St. Lift Station Replacement	3,550,000	G		3,550,000				
Turner St. Emergency Outfall	TBA	I						TBA
6th Ave. Sewer Replacement Firth St. to Turner St.	TBA	I						TBA
King St. Forcemain and Sewer Replacement	TBA	I						TBA
4th Ave Sewer Replacement D3-351 to Queen St.	TBA	I						TBA
Sewer Model Development	TBA	I						TBA
Storm System:								
Storm Drainage Flood Gates	TBA	I						TBA
Waste Management:								
Solid Waste Management Program Design	40,000	A	40,000					
Diversion Center	800,000	I		800,000				
In House Upgrades to existing Water, Sewer and Drainage Infrastructure	350,000	A		70,000	70,000	70,000	70,000	
Asset Management Software	50,000	B	50,000					
Street Signs	5,000	A	5,000					
Asbestos Exposure Control Plan	40,000	B	40,000					

Total Capital Projects	48,922,451	-	7,213,000	12,389,000	15,120,000	70,000	4,070,000	4,000,000
Funding:								
A - Reserves								
Water Reserve			20,000	35,000	35,000	35,000	35,000	
Sewer Reserve			20,000	35,000	35,000	35,000	35,000	
Solid Waste Management Reserve								
Admin Reserve			55,000					
B - Gas Tax Funding			140,000					
C - Accumulated Surplus (Approved from Surplus)								
D - Current Operating Funds								
E - Other Grant Funding								
F - CDF								
G - YG Contribution Agreement			6,928,000	11,469,000	15,000,000		4,000,000	4,000,000
H - Other Funding (KVA, Insurance Claim)								
I - Project Dependant on funding Source Secured			50,000	850,000	50,000			
Total Funding			7,213,000	12,389,000	15,120,000	70,000	4,070,000	4,000,000

City of Dawson
10 Year Equipment Replacement Plan
PUBLIC WORKS

Description	Model Year	Replacement Cost	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Future
Ford Crane - 5 Ton	1990	\$105,000			105,000								Replace ev
IHC Dump Truck	1982	\$100,000										100,000	Replace ev
Ford (pumphouse service truck)	2012	\$60,000					60,000						Replace ev
Nissan Rogue	2017	\$30,000										30,000	Replace ev
GMC 1/2 Ton Pick-up (landfill truck)	1997	\$35,000							35,000				Replace ev
Toyota Tacoma (on call truck)	2009	\$40,000	40,000										Replace ev
Ford F350 XL 4x4 (plow truck)	2009	\$40,000		40,000									Replace ev
EIS 15kw Mobile Generator	1998	\$10,000						10,000					Replace ev
420F IT Caterpillar Backhoe Loader	2016	\$140,000								140,000			Replace ev
Public works dodge van	2016	\$40,000									40,000		Replace ev
Building Maintenance dodge van	2015	\$40,000								40,000			Replace ev
420E IT Caterpillar Backhoe Loader solid rubber tires	2017	\$15,000								15,000			Replace ev
Ford 1/2 Ton Pickup (Norm's truck)	1993	\$30,000						30,000					Replace ev
Electrocfusion Machine	2018	\$6,000	6,000										Replace ev
GMC 4x4 K2500 (shit truck)	1997	\$40,000											
Pipe Threader	2014												
Plate Tamper	2015												
Man Lift	2015												
Dri Prime Pump	2015												
Used Vector Truck purchase	?												Replace ev
Total Expenditures		695,000	46,000	40,000	105,000	-	60,000	40,000	35,000	195,000	40,000	130,000	-

Public Works Equip. Reserve Open Bal.	\$157,682	\$99,976	\$129,976	\$94,976	\$164,976	\$174,976	\$204,976	\$239,976	\$114,976	\$144,976
Current Year Equipment Expenditures	\$46,000	\$40,000	\$105,000	\$0	\$60,000	\$40,000	\$35,000	\$195,000	\$40,000	\$130,000
Equipment Lease for funding										
Equipment Lease payments	\$11,706									
PW Equipment Reserve Contribution	\$0	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
PW - Equip. Replace Reserve YE Balance	\$99,976	\$129,976	\$94,976	\$164,976	\$174,976	\$204,976	\$239,976	\$114,976	\$144,976	\$84,976

City of Dawson
 2018 Capital Project Plan
 Recreation

Projects:	Project Value	Funding Source	2018	2019	2020	2021	Future
Expenses:							
Minto Concession - Construction	1,000,750	B/F/H/	254,000				
Minto Contents Replacement	20,608	H	11,464				
Trail Management Plan Implementation	350,000	B/H/I	181,500	100,000	100,000		
Pool Upgrades Wall Membrane & Struts & Flooring	600,000	B/A					
Recreation Centre Seismic Upgrades	145,000	?	145,000				
Minto Park Playground Resurfacing	100,000	I		100,000			
Recreation Centre Planning	40,000	A	40,000				
Gazebo Repairs	25,000	I		25,000			
Pool upgrade - C18-03-02	306,250	B	306,250				
Total Capital Projects	6,552,203		938,214	225,000	100,000	-	-
Funding:							
A - Reserves			40,000				
B - Gas Tax Funding			510,250	100,000	100,000		
C - Accumulated Surplus (Approved from Surplus)			145,000				
D - Current Operating Funds							
E - Other Grant Funding							
F- CDF			100,000				
G - YG Contribution Agreement							
H - Other Funding (KVA, Insurance Claim)			42,964				
I - Project Dependant on funding Source Secured			100,000	125,000			
Total Funding			938,214	225,000	100,000	-	-

City of Dawson
 10 Year Equipment Replacement Plan
 RECREATION

Description	Model Year	Replacement Cost	2017	2018	2019	2020	2021	2022	2023	2024	2025	Future
GMC	2011	\$40,000					40,000					
Ford E350XL Van	2007	\$45,000		60,000								
Toyota Tacoma	2013	\$40,000							40,000			
Ford F150	1990	\$40,000		40,000								
Zamboni 520	1994	\$120,000			120,000							
Trailer	2013	\$10,000									10,000	
Riding Mower	2013	\$16,500								16,500		
Husqvarna Roto-tiller	2010	\$5,000				5,000						
Husqvarna Aerator	2008	\$5,000		5,000								
Skate Park Equipment	2010	\$80,000										80,000
Minto Park Playground	2010	\$150,000										150,000
Waterfront Interpretive Panels	2009	\$10,000				10,000						
Kitchen Equipment Replacement												
Deep Fryer	2001											
Stand Up Freezer	2001											
Stand Up Freezer	2001											
Gas Oven/Stove Top	2001	\$16,000			16,000							
Curling Stand Up Freezer	2001	\$5,000			5,000							
Curling Stand Up Cooler	2001	\$8,000		8,000								
Curling Gas Oven/Stove	2001											
Arena Stand Up Cooler	2015	\$6,000										
Arena Stand Up Freezer	?	\$5,000										
Light Room Equipment Replacement												
Precor Treadmill	2010	\$10,000		10,000								
Precor Treadmill	2010	\$10,000				10,000						
Precor Recumbent Bike		\$5,000					5,000					
Precor Treadmill	2013	\$10,000			10,000							
Precor AMT	2013	\$8,000				8,000						
Precor AMT	2013	\$8,000				8,000						
Total Expenditure		652,500	-	123,000	151,000	41,000	45,000	-	40,000	16,500	10,000	230,000



THE CITY OF DAWSON

Bylaw No. 2018-04

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

1.01 This bylaw may be cited as the **2018 Tax Levy Bylaw**.

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) a bylaw to levy taxes for the year 2018.

3.00 Definitions

3.01 In this Bylaw:

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



THE CITY OF DAWSON

Bylaw No. 2018-04

- (f) "council" means the council of the City of Dawson;
- (g) "residential" means all property used primarily for residential purposes and bearing one of the following assessment codes on the City of Dawson Assessment roll: RMH, RS1, RS2, RSC, or RSM;
- (h) "non-Residential" means all property used primarily for commercial, industrial and public purposes and has been designated one of the following assessment codes on the City of Dawson Assessment roll: CG, CMC, CMH, CML, CMS, INS, MHI, MSI, NOZ, OSP, PI, PLM, PRC, QRY or REC.

PART II – APPLICATION

4.00 Tax Rates Established

- 4.01 There shall be levied upon all taxable real property in the City of Dawson classified non-residential a general tax for the year 2018 at the rate of one point eight five percent (1.85%).
- 4.02 There shall be levied upon all taxable real property in the City of Dawson classified residential a general tax for the year 2018 at the rate of one point five six percent (1.56%).

5.00 Minimum Tax

- 5.01 The minimum tax on any real property classified as residential for the year 2018 shall be eight hundred dollars (\$800.00) except for real property in West Dawson where the minimum tax levy shall be three hundred and fifty dollars (\$350.00).
- 5.02 The minimum tax on any real property in the City of Dawson classified as non-residential for the year 2018 shall be eleven hundred dollars (\$1,100.00).

PART III – FORCE AND EFFECT

6.00 Severability

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



THE CITY OF DAWSON

Bylaw No. 2018-04

7.00 Bylaw Repealed

7.01 Bylaws 247, 82-04, 83-03, 84-04, 85-05, 86-03, 87-03, 88-11, 89-04, 90-08, 91-06, 92-10, 93-09, 94-13, 95-15, 96-05, 97-12, 98-08, 99-08, 00-05, 01-14, 10-07, 11-07, 12-12, 13-04, 14-07, 15-04, 16-04, and 17-08, and amendments thereto, are hereby repealed.

7.02 All previous years tax levies as presented in property tax notices from the City of Dawson shall continue to apply.

8.00 Enactment

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

9.00 Bylaw Readings

Readings	Date of Reading
FIRST	THIS 16 TH DAY OF FEBRUARY, 2018.
SECOND	
THIRD and FINAL	

Original signed by _____

Wayne Potoroka, Mayor
Presiding Officer

Christine Smith, A/CAO
Chief Administrative Officer



THE CITY OF DAWSON

Bylaw No. 2018-05

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

WHEREAS

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

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

PART I - INTERPRETATION

1.00 Short Title

1.01 This bylaw may be cited as the ***Fees and Charges 2018 Amendment to Bylaw #13-05***

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) amending bylaw #13-05 to include Appendix "A" as the fees and charges.

3.00 Definitions

3.01 In this Bylaw:

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



THE CITY OF DAWSON

Bylaw No. 2018-05

PART II – APPLICATION

4.00 Fees and Charges

The attached Appendix “A” comprises the 2018 Fees and Charges for the city referenced in this bylaw and in bylaw #13-05.

PART III – FORCE AND EFFECT

5.00 Severability

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

6.00 Bylaw Repealed

6.01 Bylaw #13-12, #15-07, #16-06, #17-06, #17-10 and their amendments are hereby repealed.

7.00 Enactment

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

8.00 Bylaw Readings

Readings	Date of Reading
FIRST	
SECOND	
THIRD and FINAL	

Original signed by _____

Wayne Potoroka, Mayor

Presiding Officer

Christine Smith, A/CAO

Chief Administrative Officer



THE CITY OF DAWSON

Bylaw No. 2018-05

PART IV – APPENDIX

Appendix A - 2018 Fees and Charges

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

2nd reading					
	Fee Description	Fee	Unit		
Administration	Certified Bylaw	\$10.00	per bylaw		
Administration	NSF Cheque Service Charge	\$40.00	each		
Administration	Stop Payment Fee	\$30.00	each		
Administration	Processing Fee (tax Liens, land registrations)	\$30.00	each		
Administration	Tax Certificate	\$30.00	per property		

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
Animal Control	License Fee, Annual - Dangerous animal	\$250.00	per year		
Animal Control	License Fee, Annual - Unspayed/Un-neutered Dog	\$75.00	per year		
Animal Control	License Fee, Lifetime - Spayed or Neutered Dog	\$40.00	per dog		
Animal Control	Feed and Care While Impounded	\$20.00	per dog, per day		
Animal Control	Impound - First Occurrence	\$50.00	per dog		
Animal Control	Impound - Second Occurrence	\$50.00	per dog		
Animal Control	Impound - Third Occurrence	\$100.00	per dog		
Animal Control	Impound - Fourth Occurrence	\$300.00	per dog		
Animal Control	Impound - Fifth and Subsequent Occurrences	\$500.00	per dog		
Animal Control	Replacement Tag	\$15.00	per unit		
Animal Control	Special Needs Dog	No Fee			

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
Business Licensin	Local - Initial Business License Fee	\$125.00	per year		
Business Licensin	Local - Additional Business License for same location	\$60.00	per year		
Business Licensin	Regional - Business License Fee	\$210.00	per year		
Business Licensin	Non-Local - Business License Fee	\$600.00	per year		

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
Cable System	Analog Service - Residential Regular Rate	\$45.00	per month		
Cable System	Analog Service - Residential Senior Rate	\$41.50	per month		
Cable System	Analog Service - Single Unit Commercial Rate	\$45.00	per month		
Cable System	Analog Service - Multi Unit Commercial / Institution:				
Cable System	Base Rate, plus	\$150.00	per month, plus room/site rate		
Cable System	Room/Site Rate from May 1st to September 30th Inclusive	\$18.00	per room per month		
Cable System	Room/Site Rate from October 1st to April 30th Inclusive	\$6.00	per room per month		
Cable System	Digital Service - Residential Regular Rate	\$70.50	per month		
Cable System	Digital Service - Residential Senior Rate	\$63.50	per month		
Cable System	Digital Service - Programming Fee for Additional Digital Receiver	\$5.40	per month		
Cable System	Digital Additional Programming:		per package per month		
Cable System	Digital Specialty Package #1 - Educational	\$5.40	per package per month		
Cable System	Digital Specialty Package #2 - Business & Info	\$5.40	per package per month		
Cable System	Digital Specialty Package #3 - Variety & Special Int.	\$5.40	per package per month		
Cable System	Digital Specialty Package #4 - Lifestyle	\$5.40	per package per month		
Cable System	Digital Specialty Package #5 - Primetime	\$5.40	per package per month		
Cable System	Digital Specialty Package #6 - More Sports	\$5.40	per package per month		
Cable System	Digital Specialty Package #7 - Family / Kids	\$5.40	per package per month		
Cable System	Digital Specialty Package #13 - Time Shift #1	\$1.00	per package per month		
Cable System	Digital Specialty Package #16 - Extra Variety	\$5.40	per package per month		
Cable System	Digital Specialty Package #8 - Premium Movies	\$22.25	per package per month		
Cable System	Digital Specialty Package #24 - Super Channels	\$15.50	per package per month		
Cable System	Digital Stand Alone Channels: EWTN, OUT TV, Playboy, Hustler, Pen	\$22.50	per channel per month		
Cable System	High Definition Additional Programming:				
Cable System	High Definition Specialty Package #1 - Entertainment HD	\$8.50	per package per month		
Cable System	High Definition Specialty Package #2 - Sports HD	\$5.00	per package per month		
Cable System	High Definition Specialty Package #3 - Network HD	\$5.00	per package per month		
Cable System	High Definition Specialty Package #4 - Movie HD	\$5.00	per package per month		
Cable System	Connection for new service:				
Cable System	Administration/Connection Fee (Connection already exists)	\$55.00	per connection		
Cable System	Connection prior to the 15th of the month	1 month Levy			
Cable System	Connection after 15th of the month	50% of Monthly Levy			
Cable System	Service Charge - New Installation	Cost+15%	per installation		
Cable System	Service Charge - Late Penalty & Disconnection	10% of monthly levy	per month		
Cable System	Service Charge - Re-connection for Arrears	\$90.00 plus one month service	per re-connection		

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

Cable System	Service Charge - Transfer (Name change only, same location)	\$25.00	per transfer		
Cable System	Fibre Optic Rental	\$315.00	Per Month per 1 pair of fibre		
Cable System	Additional Fibre Optic Rental	\$55.00	Per Month Per each additional pair of fibre		

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
Camping Bylaw	Fee to remove a tent	\$ 75.00	per tent		
Camping Bylaw	Storage fee for tent	\$ 10.00	per tent per day		

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
Cemetery	Disinterment or Reinterment of any Cadaver	actual costs	each		
Cemetery	Interment of a Cadaver - Normal Business Hours	\$625.00	each		
Cemetery	Interment of a Cadaver - Outside Normal Business Hours	actual costs	each		
Cemetery	Interment of Ashes - Normal Business Hours	\$425.00	each		
Cemetery	Interment of Ashes - Outside Normal Business Hours	actual costs	each		
Cemetery	Plot and Perpetual Care - Ashes	\$300.00	each		
Cemetery	Plot and Perpetual Care - Cadaver	\$575.00	each		

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
Development Cor	Advertising - Required Advertising associated with any Application	actual costs	per application		
Development Cor	Appeal to Council	\$105.00	per application		
Development Cor	Application to Consolidate	\$52.50	per application		
Development Cor	Cash in Lieu of on-site parking	\$3,100.00	per space		
Development Cor	Development Permit Application - Change of Use	\$210.00	per application		
Development Cor	Development Permit Application - Commercial or Multit-Residential				
Development Contro	Base Rate, plus	\$260.00	per application, plus rate for square footage		
Development Contro	Square Foot Rate	\$0.25	per square foot of development		
Development Cor	Development Permit Application - Demolition	\$210.00	per application		
Development Cor	Development Permit Application - General Industrial Development		per application		
	Base Rate, plus	\$260.00	per application, plus rate for square footage		
	Square Foot Rate	\$0.25	per square foot of development		
Development Cor	Development Permit Application - Institutional Build				
	Base Rate, plus	\$260.00	per application, plus rate for square footage		
	Square Foot Rate	\$0.25	per square foot of development		
Development Cor	Development Permit Application - Major Alteration	\$105.00	per application		
Development Cor	Development Permit Application - Minor Alteration	\$25.00	per application		
Development Cor	Development Permit Application - Residential Build	\$155.00	per application		
Development Cor	Development Permit Application - Signage	\$25.00	per application		
Development Cor	Extension of Approval	\$105.00	per application		
Development Cor	OCP Amendment application	\$1,030.00	per application		
Development Cor	Permanent Road Closure Application	\$210.00	per application		
Development Cor	Planning - Designated Municipal Historic Site	No Fees			
Development Cor	Subdivision Application Fee	\$105.00	per lot created- Min. \$250-Max. \$1000		
Development Cor	Temporary Development Permit - Less than 7 days	\$25.00	per application		
Development Cor	Temporary Development Permit - More than 7 days	\$105.00	per application		
Development Cor	Variance Application	\$105.00	per application		
Development Cor	Zoning Amendment Application Fee	\$410.00	per application		
Development Cor	Water and Sewer Load Capacity Charge	See under W&S - Sewer Services	As per W&S Sewer Services Fee Schedule		

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
Fire Protection	Inspection Service: Third Party Requests for Business Premises	\$75.00	per hour		
Fire Protection	Inspection Service: File Search	\$75.00	per hour		
Fire Protection	Inspection Service: Request for on-site inspection	\$75.00	per hour		
Fire Protection	Inspection Service: Non-routine inspection	\$75.00	per hour		
Fire Protection	Burning Permit Application	\$0.00	per application		
Fire Protection	False Alarm Responses:				
Fire Protection	1-2 responses per calendar year	No Fee			
Fire Protection	3-5 responses per calendar year	\$250.00	per response		
Fire Protection	greater than five responses per calendar year	\$500.00	per response		
Fire Protection	Emergency Response				
Fire Protection	Base Rate, plus	\$500.00	per hour, per unit plus disposable materials		
Fire Protection	Disposable materials	Costs + 21.5% Markup			

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
	Equipment Rental including operator:				
Public Works	Backhoe	\$150.00	per hour (one hour min.)		
Public Works	Dump Truck	\$150.00	per hour (one hour min.)		
	Labour:				
Public Works	Service Call / double time	\$150.00	per employee per hour (min 4 hrs)		
Public Works	Service Call / time and half	\$120.00	per employee per hour (min 4 hrs)		
Public Works	Service Call / normal business hours	\$80.00	per employee per hour (min 1 hr)		
	Other:				
Public Works	External contractor and material mark-up	21.5%			
Public Works	Municipal Dock Rental	\$105.00	per foot per season		

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

Recreation and Parks	Fee Description		Proposed Fee	Unit	
	Art & Margaret Fry Recreation Centre				
Recreation and Parks	Arena Ice Rental - Adult	\$120.00	\$120.00	hour	
Recreation and Parks	Arena Ice Rental - Youth	\$55.00	\$60.00	hour	
Recreation and Parks	Arena Ice Rental - Tournament*	\$420.00	\$1,500.00	per tournament	
Recreation and Parks	Arena Ice Rental - Tournament additional hours*		\$65.00	hour	
Recreation and Parks	Change fee		\$100.00		
Recreation and Parks	Arena Dry Floor	\$500.00	\$550.00	per day or part thereof	
Recreation and Parks	Arena Dry Floor - Non-profit	\$350.00	\$400.00	per day or part thereof	
Recreation and Parks	Arena Kitchen	\$153.00	\$156.00	per day or part thereof	
Recreation and Parks	Arena Kitchen - Non-profit	\$102.00	\$105.00	per day or part thereof	
Recreation and Parks	Arena Rec Room - program	\$15.00	\$15.00	hour	
Recreation and Parks	Arena Rec Room - private event	\$40.00	\$40.00	first hour	
Recreation and Parks	Arena Rec Room - private event	\$15.00	\$15.00	each additional hour	
Recreation and Parks	Arena Concession Area	\$31.00	\$40.00	per day or part thereof	
Recreation and Parks	Arena - Child Day Pass (3-12 years)	\$3.50	\$3.50	day	
Recreation and Parks	Arena - Child 10 Punch Pass (3-12 years)	\$26.00	\$30.80	10 times	
Recreation and Parks	Arena - Child Season Pass (3-12 years)	\$106.50	\$140.00	season	
Recreation and Parks	Arena - Youth/Senior Day Pass (13-18 years; 60+)	\$4.50	\$4.50	day	
Recreation and Parks	Arena - Youth/Senior 10 Punch Pass (13-18 years; 60+)	\$35.00	\$39.60	10 times	
Recreation and Parks	Arena - Youth/Senior Season Pass (13-18 years; 60+)	\$146.00	\$180.00	season	
Recreation and Parks	Arena - Adult Day Pass (19-59 years)	\$5.25	\$5.25	day	
Recreation and Parks	Arena - Adult 10 Punch Pass (19-59 years)	\$43.50	\$46.20	10 times	
Recreation and Parks	Arena - Adult Season Pass (19-59 years)	\$192.00	\$210.00	season	
Recreation and Parks	Arena - Family Day Pass (related & living in one household)	\$12.25	\$12.25	day	
Recreation and Parks	Arena - Family 10 Punch Pass (related & living in one household)	\$104.00	\$107.80	10 times	
Recreation and Parks	Arena - Family Season Pass (related & living in one household)	\$470.00	\$470.00	season	
	Parks & Greenspace				
Recreation and Parks	Minto or Crocus - Ball Diamond	\$102.00	\$120.00	per day or part thereof	
Recreation and Parks	Minto or Crocus - Ball Diamond*	\$850.00	\$850.00	season	
Recreation and Parks	Minto or Crocus - Day Camp	\$1,000.00	\$1,200.00	season	
Recreation and Parks	Crocus - Concession	\$102.00	\$110.00	per day or part thereof	
Recreation and Parks	Minto - Concession	\$150.00	\$150.00	per day or part thereof	
Recreation and Parks	Minto - Kitchen	\$75.00	\$75.00	per day or part thereof	
Recreation and Parks	Minto - Program Room - program	\$15.00	\$15.00	hour	
Recreation and Parks	Minto - Program Room - private event	\$40.00	\$40.00	first hour	
Recreation and Parks	Minto - Program Room - private event	\$15.00	\$15.00	each additional hour	

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

Recreation and Parks	Parks or Greenspace*	\$51.00	\$52.00	per day or part thereof
Recreation and Parks	Gazebo*	\$51.00	\$52.00	per day or part thereof
Recreation and Parks	Picnic Shelter*	\$51.00	\$52.00	per day or part thereof
Recreation and Parks	Community Garden Plot	\$31.00	\$52.00	season
	Fee Description	Fee	Proposed Fee	Unit
Recreation and Parks	Dawson City Swimming Pool			
Recreation and Parks	Swimming Pool Rental* - under 25 swimmers	\$102.00	\$120.00	hour
Recreation and Parks	Swimming Pool Rental* - additional fee for 25+ swimmers	\$31.00	\$32.00	hour
Recreation and Parks	Swimming Pool - Child Day Pass (3-12 years)	\$3.50	\$3.50	day
Recreation and Parks	Swimming Pool - Child 10 Punch Pass (3-12 years)	\$26.00	\$30.80	10 times
Recreation and Parks	Swimming Pool - Child Season Pass (3-12 years)	\$106.50	\$140.00	season
Recreation and Parks	Swimming Pool - Youth/Senior Day Pass (13-18 years; 60+)	\$4.50	\$4.50	day
Recreation and Parks	Swimming Pool - Youth/Senior 10 Punch Pass (13-18 years; 60+)	\$35.00	\$39.60	10 times
Recreation and Parks	Swimming Pool - Youth/Senior Season Pass (13-18 years; 60+)	\$146.00	\$180.00	season
Recreation and Parks	Swimming Pool - Adult Day Pass (19-59 years)	\$5.25	\$5.25	day
Recreation and Parks	Swimming Pool - Adult 10 Punch Pass (19-59 years)	\$43.50	\$46.20	10 times
Recreation and Parks	Swimming Pool - Adult Season Pass (19-59 years)	\$192.00	\$210.00	season
Recreation and Parks	Swimming Pool - Family Day Pass (related & living in one household)	\$12.50	\$12.25	day
Recreation and Parks	Swimming Pool - Family 10 Punch Pass (related & living in one household)	\$104.00	\$107.80	10 times
Recreation and Parks	Swimming Pool - Family Season Pass (related & living in one household)	\$470.00	\$470.00	season
	Equipment Rental			
Recreation and Parks	Cross Country Ski Package*	\$10.00	\$10.00	per day or part thereof
Recreation and Parks	Cross Country Ski Package*	\$20.00	\$20.00	3 days
Recreation and Parks	Cross Country Skis, boots or poles	\$5.00	\$5.00	per day or part thereof
Recreation and Parks	Snowshoes*	\$10.00	\$10.00	per day or part thereof
Recreation and Parks	Snowshoes*	\$15.00	\$15.00	3 days
Recreation and Parks	Bleachers			per day or part thereof
Recreation and Parks	Coffee Urns	\$10.50		per day or part thereof
Recreation and Parks	Picnic Table	\$10.00	\$12.00	per day or part thereof
Recreation and Parks	Projector	\$20.00	\$20.00	per day or part thereof
Recreation and Parks	Screen	\$20.00	\$20.00	per day or part thereof
	Fitness Centre			
Recreation and Parks	Fitness Centre*		\$7.00	day
Recreation and Parks	Fitness Centre*	\$30.00	\$35.00	month
Recreation and Parks	Fitness Centre*	\$80.00	\$88.00	3 months
Recreation and Parks	Fitness Centre*	\$150.00	\$165.00	6 months
Recreation and Parks	Fitness Centre*	\$290.00	\$319.00	year
	Deposits			
Recreation and Parks	Damage Deposit - Facility	\$250.00	\$300.00	fully refundable if conditions met

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

Recreation and P	Damage Deposit - Parks or Greenspace	\$50.00	\$50.00	fully refundable if conditions met
Recreation and P	Damage Deposit - Equipment	\$20.00	\$20.00	fully refundable if conditions met

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

Recreation and P	Deposit - Key	\$40.00	\$40.00	fully refundable if conditions met
	Program Cancellation	\$10.00	\$10.00	
	* indicates a 10% discount for youth, seniors or registered non-profit			

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
Traffic Control	Erection of Barriers for Public Utility	\$350.00	occasion		
Traffic Control	Road Closure - Daily Fee	\$50.00	For each day over three days		
Traffic Control	Temporary Road Closure Application Fee	\$75.00	occasion		
	Fee Description		Unit		
Vehicle for Hire	Vehicle for Hire License or Renewal	\$100.00	per application		
Vehicle for Hire	Vehicle for Hire Operator's permit	\$30.00	per application		

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
Waste Managem	Waste Management Fee - Commerical Space	\$218.00	year		
Waste Managem	Waste Management Fee - Institutional Residential	\$218.00	year		
Waste Managem	Waste Management Fee - Non-vacant Institutional Space	\$218.00	year		
Waste Managem	Waste Management Fee - Residential Unit	\$147.05	year		
Waste Managem	Waste Management Fee - Mobile Refreshment Stands	\$20.80	week or portion thereof		
Waste Managem	Waste Management Fee - Mobile Refreshment Stands	\$50.70	month		
Waste Managem	Waste Management Fee - Mobile Refreshment Stands	\$152.10	season		
Waste Managem	Waste Management Fee - Vacant Institutional Commercial Lot	\$58.30	year		
Waste Managem	Waste Management Fee - Vacant Institutional Residential Lot	\$58.30	year		
Waste Managem	Waste Management Fee - Vacant Non-Institutional Commercial Lot	\$45.65	year		
Waste Managem	Waste Management Fee - Vacant Non-Institutional Residential Lot	\$45.65	year		

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
W&S - Senior Disc	Seniors Water & Sewer Discount				
	If eligibility requirements met per water and sewer bylaw, or	\$460.00	per year		
	If eligibility requirements met per water and sewer bylaw	\$115.00	per quarter installment payment		
W&S - Water Serv	Private owned/occupied Residential (Water)	\$155.00	per quarter installment payment		
W&S - Water Serv	Private owned/occupied Residential (Water)	\$620.00	per year		
W&S - Water Serv	Privately owned/rental Residential (water)	\$155.00	per quarter installment payment		
W&S - Water Serv	Privately owned/rental Residential (water)	\$620.00	per year		
W&S - Water Serv	Tr'ondëk Hwëch'in residential (water)	\$155.00	per quarter installment payment		
W&S - Water Serv	Tr'ondëk Hwëch'in residential (water)	\$620.00	per year		
W&S - Water Serv	Commercial Residential (water)	\$960.00	per year		
W&S - Water Serv	Hotel, motel, Inn, Hostel, Boarding Houses, Bed and Breakfast	\$104.50	per rentable room per year		
W&S - Water Serv	Non-Residential Cooking Facility - Commercial/Institutional Kitchens	\$505.00	per kitchen per year		
W&S - Water Serv	Non-Residential Cooking Facility - Community Halls	\$305.00	per kitchen per year		
W&S - Water Serv	Non-Residential Cooking Facility - Staff Kitchens	\$155.00	per kitchen per year		
W&S - Water Serv	Non-Residential Washroom - Restaurant, Lounge, Bar, Tavern, Casino				
W&S - Water Service	First (2) Units (Refer to Table "A" for unit calculation)	\$420.00	per unit per year		
W&S - Water Service	Additional per unit rate for over (2) units (Refer to Table "A" for uni	\$135.00	per unit per year		
W&S - Water Serv	Non-Residential Washroom - Institutional	\$1,125.00	per washroom per year		
W&S - Water Serv	Non-Residential Washroom - Commercial and all other Non-Residentia	\$180.00	per toilet / urinal per year		
W&S - Water Serv	Non-Residential Laundry Washing Machine - Institutional Washing Ma	\$1,125.00	per machine per year		
W&S - Water Serv	Non-Residential Laundry Washing Machine - Hotel/Motel Washing Ma	\$925.00	per machine per year		
W&S - Water Serv	Non-Residential Laundry Washing Machine - Hotel/Motel Guest Washi	\$460.00	per machine per year		
W&S - Water Serv	Non-Residential Laundry Washing Machine - other Non-Residential Wa	\$460.00	per machine per year		
W&S - Water Serv	Janitor Room - equipped with water outlet - Institutional	\$1,125.00	per janitorial room per year		
W&S - Water Serv	Janitor Room - equipped with water outlet - Commercial and all other	\$180.00	per janitorial room per year		
W&S - Water Serv	R.V. Park/Campground	\$93.50	per serviced space per year		
W&S - Water Serv	School	\$1,028.50	per classroom per year		
W&S - Water Serv	Car Wash	\$925.00	per year		
W&S - Water Serv	Sewage Disposal Facility	\$335.00	per year		
W&S - Water Serv	Public Shower & Staff Shower	\$290.00	per shower per year		
W&S - Water Serv	Stand Alone Sink	\$155.00	per sink		
W&S - Water Serv	Water-Cooled Air Condition, refrigeration or freezer unit and ice machi	\$105.00	per horsepower, per year		
W&S - Water Serv	Bulk water pick up at pump house	\$3.00	per cubic metre		
W&S - Water Serv	Disconnection or reconnection of private water service	(1 hr labour + 1 hrs equip. rental including operator + materials) or actual costs, whichever is greater			

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

	Fee Description	Fee	Unit		
W&S - Sewer Serv	Private owned/occupied Residential (Sewer)	\$117.50	per quarter installment payment		
W&S - Sewer Serv	Private owned/occupied Residential (Sewer)	\$470.00	per year		
W&S - Sewer Serv	Privately owned/rental Residential (Sewer)	\$117.50	per quarter installment payment		
W&S - Sewer Serv	Privately owned/rental Residential (Sewer)	\$470.00	per year		
W&S - Sewer Serv	Tr'ondëk Hwëch'in residential (Sewer)	\$117.50	per quarter installment payment		
W&S - Sewer Serv	Tr'ondëk Hwëch'in residential (Sewer)	\$470.00	per year		
W&S - Sewer Serv	Commercial Residential (Sewer)	\$720.00	per year		
W&S - Sewer Serv	Hotel, motel, Inn, Hostel, Boarding Houses, Bed and Breakfast	\$77.00	per rentable room per year		
W&S - Sewer Serv	Non-Residential Cooking Facility - Commercial/Institutional Kitchens	\$380.00	per kitchen per year		
W&S - Sewer Serv	Non-Residential Cooking Facility - Community Halls	\$230.00	per kitchen per year		
W&S - Sewer Serv	Non-Residential Cooking Facility - Staff Kitchens	\$115.00	per kitchen per year		
W&S - Sewer Serv	Non-Residential Washroom - Restaurant, Lounge, Bar, Tavern, Casino				
W&S - Sewer Service	First (2) Units (Refer to Table "A" for unit calculation)	\$315.00	per unit per year		
W&S - Sewer Service	Additional per unit rate for over (2) units (Refer to Table "A" for uni	\$100.00	per unit per year		
W&S - Sewer Serv	Non-Residential Washroom - Institutional	\$845.00	per washroom per year		
W&S - Sewer Serv	Non-Residential Washroom - Commercial and all other Non-Residentia	\$135.00	per toilet / urinal per year		
W&S - Sewer Serv	Non-Residential Laundry Washing Machine - Institutional Washing Ma	\$845.00	per machine per year		
W&S - Sewer Serv	Non-Residential Laundry Washing Machine - Hotel/Motel Washing Ma	\$695.00	per machine per year		
W&S - Sewer Serv	Non-Residential Laundry Washing Machine - Hotel/Motel Guest Washi	\$345.00	per machine per year		
W&S - Sewer Serv	Non-Residential Laundry Washing Machine - other Non-Residential Wa	\$345.00	per machine per year		
W&S - Sewer Serv	Janitor Room - equipped with water outlet - Institutional	\$845.00	per janitorial room per year		
W&S - Sewer Serv	Janitor Room - equipped with water outlet - Commercial and all other	\$135.00	per janitorial room per year		
W&S - Sewer Serv	R.V. Park/Campground	\$52.25	per serviced space per year		
W&S - Sewer Serv	School	\$770.00	per classroom per year		
W&S - Sewer Serv	Car Wash	\$695.00	per year		
W&S - Sewer Serv	Sewage Disposal Facility	\$250.00	per year		
W&S - Sewer Serv	Public Shower & Staff Shower	\$220.00	per shower per year		
W&S - Sewer Serv	Stand Alone Sink	\$115.00	per sink		
W&S - Sewer Serv	Load Capacity Charge-single family residential	\$1,550.00	per unit (includes 2 bathrooms)		
W&S - Sewer Serv	Load Capacity Charge-single family residential	\$415.00	per additional bathroom		
W&S - Sewer Serv	Load Capacity Charge-multi-family or commercial property	\$415.00	per water outlet		
W&S - Sewer Serv	Disconnection or reconnection of private sewer service	(2 hrs labour+2 hrs equip. rental including operator +material costs) OR actual costs, whichever is greater			

Appendix A - 2018 Fees and Charges for Bylaw #13-05

All rates are subject to GST when applicable

WATER AND SEWER SERVICES				
SCHEDULE "A"				
Table "A"				
Non-Residential Washroom Rate Table for:				
Restaurants, Lounge, Bar, Tavern & Casino - Based on Seating Capacity				
Calculation of Units based on Seating Capacity as established by Government				
Licencing Authority for Seating Capacity of:				
1 - 50 = 2 units				
51 - 100 = 4 units				
101 - 150 = 6 units				
151 - 200 = 8 units				
201 - 250 = 10 units				
251 - 300 = 12 units				
301 - 350 = 14 units				
351 - max = 16 units				
Plus 2 units for each additional 50 seating capacity				



Code of Conduct for Mayor and
Councilors

City of Dawson, Yukon Territories

INDEX

CONTEXT	1
A CODE OF CONDUCT	1
ROLE OF COUNCILORS	2
COMMUNITY REPRESENTATION AND EXPECTATION.....	3
1. Council Behavior	3
2. Communications	4
3. Benefits and Gifts	5
4. Use of Information	5
LEADERSHIP AND MEETINGS	6
1. Role of Mayor.....	6
2. Council Meetings	6
3. Meetings and Appointments to Other Bodies.....	7
ORGANIZATIONAL RELATIONSHIPS.....	8
1. Relationships with Staff.....	8
2. Councilors and Senior Management	8
CONFLICT OF INTEREST PROCEDURES	9

RESOLVING DISPUTES	11
1. Respecting differences	11
2. Initial Process for Resolving Disputes.....	11
3. Mediation/Conciliation	12
4. Dispute between Mayor and other Councilor(s)	13
STATEMENT OF CARETAKER PROCEDURES	13
1. Council Decision Making	13
2. Use of Council Resources	14
3. Information	15
4. Publicity	15
5. Assistance to Candidates	16
ENFORCEMENT OF CODE OF CONDUCT.....	16
ATTACHMENT A - STATEMENT OF DISCLOSURE OF INTEREST....	17
ATTACHMENT B – NOTICE OF COMPLAINT.....	18
ATTACHMENT C – STATEMENT OF COMMITMENT.....	19

Councilors' Code of Conduct

This Code of Conduct was adopted by Council Resolution on November 6, 2007.

CONTEXT

1. Councilors are the democratically elected representatives of the City of Dawson who form the Council. The duties of a Councilor are described in section 178 of the Municipal Act of Yukon and the role of Council is legislated under section 177 of the Act.

The Council is answerable to the overall community through democratic processes and this Code will assist it in providing for the good government of the City of Dawson.

2. The community is entitled to expect that:
 - (1) Councilors represent the entire community and contribute to Council's decisions and policy making;
 - (2) The business of the Council is conducted with efficiency, impartiality and integrity;
 - (3) Councilors obey the spirit and letter of the law and, in particular, the provisions of all relevant statutes, regulations, local laws and instruments; and
 - (4) The community's interests will always be given absolute priority over the private interests of Councilors.

A CODE OF CONDUCT

Good governance and leadership of a Council requires many processes and tools to assist the roles of representation, advocacy, decision-making, performance monitoring and teamwork. A Code of Conduct is a means of promoting a common understanding amongst Councilors regarding the expectations of conduct when representing the Council and in their dealings with the community, Municipal staff and one another.

Some of the other processes that complement the Code of Conduct include:

1. Strategic Planning
2. Financial Management and Budgeting
3. Service Planning

4. Communication and Public Relations Strategy
5. Meeting and Decision Making Framework

ROLE OF COUNCILORS

1. A Councillor's primary role is to represent the community as a whole through the effective translation of the community's needs and aspirations into a future direction for the municipality. This is the focus of the Councillor's public life.
2. A Council is a body corporate and is the custodian of the assets of the municipality. A Councillor, being a member of the Council, is part of the leadership team in which the community has placed its trust to make decisions on its behalf. The community is therefore entitled to expect high standards of conduct from its elected representatives.
3. In fulfilling the various roles, Councilors' activities ought to be focused on:
 - (1) Achieving a balance in the diversity of community views to develop an overall strategy for the future of the municipality;
 - (2) Setting the objectives and determining strategies to achieve the council's corporate objectives identified in the council strategic plan;
 - (3) Making decisions that are in accordance with the strategic plan and in the best interest of the community as a whole;
 - (4) Providing clear direction to the City's Senior Management team on the nature and intent of Council decisions;
 - (5) Achieving sound financial management and accountability in relation to the municipality's finances;
 - (6) Ensuring that appropriate mechanisms are in place to deal with the prompt handling of residents' concerns;
 - (7) Promoting economic and social development in the best interests of the municipality;
 - (8) Working with other governments and organizations to achieve benefits for the City of Dawson at both a local, Territorial and National level;
 - (9) Monitoring performance against the council strategic plan, including service outcomes and the performance of the Chief Administrative Officer; and

- (10) Having an awareness of the statutory obligations imposed on Councilors and on councils.
4. These roles and activities are supported by the following principles of Councilors working collaboratively together by:
 - (1) Respecting each other's right to hold different views and debate strongly on matters of difference while being united in representing Council decisions;
 - (2) Respecting the right of each Councilor to speak and represent their views on the needs of citizens;
 - (3) Always speaking well of each other and Council in public;
 - (4) Demonstrating total commitment to consult with other Councilors, within the decision making framework and with no surprises;
 - (5) Respecting the diverse nature of Council and its citizens;
 - (6) Supporting and having regard for the role of local government as an important sphere of government within Canada;
 - (7) Always being punctual to Council meetings and civic events;
 - (8) Always behaving with the appropriate level of decorum at Council meetings and in public;
 - (9) Committing to a consultative approach to solving problems, developing effective decisions and communicating outcomes that build teamwork and cooperation; and
 - (10) Demonstrating leadership by focusing on issues and refraining from personalizing matters particularly in relation to making personal remarks regarding other Councilors, citizens or City staff.

COMMUNITY REPRESENTATION AND EXPECTATION

1. Councilor Behaviour

- (1) Local government prides itself on being 'the level of government closest to the people'. Accessibility of Councilors at the community level means that their actions and behavior are more closely monitored than that of their parliamentary counterparts. In performing their role as Councilors, the community expects that Councilors will comply with any laws and

will be aware of their responsibility to comply with these agreed upon rules of conduct:

- a. In performing the role of a Councilor a person:
 - 1. Must act honestly;
 - 2. Must exercise reasonable care and diligence.
- b. A person who is, or has been, a Councilor:
 - 1. Must not make improper use of their position or, of information acquired because of their position:
 - a. To gain, or attempt to gain, directly or indirectly, an advantage for themselves or for any other person;
 - b. To cause, or attempt to cause, detriment to the Council;

(2) Additionally, Councilors will:

- a. Always be mindful of their responsibility to serve the best interests of the entire municipality;
- b. Be consistent in their decision making but treating all matters on individual merits;
- c. Review all materials and research provided by city staff prior to a meeting of the council;
- d. Attend all meetings of the council and participate in the decision making process;
- e. Focus on making informed and reasonable decisions in an open and transparent way and in the best interests of the community;
- f. Be as informed as possible about the processes and strategic functions of the council;
- g. Avoid situations that might create a conflict between their public and private roles.
- h. Keep the community informed about the activities and plans of the council and report on a regular basis;
- i. Act in a reasonable and fair way and in a manner, which is not discriminatory; and
- j. Treat all members of the community honestly and fairly and in a way that does not cause offence or embarrassment to individuals or groups.

2. Communications

As a representative of the community, Councilors need to be not only responsive to community views, but to adequately communicate the attitudes and decisions of the Council. There may be times when a Councilor, as an individual, disagrees with a final decision of the Council and wants the community to know that. Obviously Councilors are entitled to present their own views, but in doing so, Councilors should acknowledge that:

- (1) As a member of the Council there is respect for the decision making processes of the Council which are based on a decision of the majority of the Council;
- (2) An overriding concern ought to be in achieving a balance in the matters that are communicated and strive to achieve an outcome that presents the Council as effective and cohesive;
- (3) The Mayor, together with the Chief Administrative Officer, are the designated persons authorized to speak to the media and others on behalf of the Council after a decision has been made on a Council matter;
- (4) Information of a confidential nature must not be communicated;
- (5) Information relating to decisions of the Council on approvals, permits and so on should only be communicated in an official capacity by a designated officer of the Council; and
- (6) Information concerning adopted policies, procedures and decisions of the Council must be conveyed accurately.

3. Benefits and Gifts

The role of a Councilor at the City of Dawson is a part time one. Councilors incur expenses in performing their duties and the Municipal Act (Section 173) and City Bylaws recognizes this by providing for allowances and for out of pocket expenses incurred while acting on behalf of the Council to be reimbursed.

Councilors must:

- (1) Only claim for expenses incurred while acting as a Councilor on behalf of the Council in the manner prescribed by the Council Expense Policy;

- (2) Use Council facilities and equipment economically and efficiently;
- (3) Except in accordance with Council policy, not use Council facilities, equipment and resources for personal benefit or for the benefit of any other person or organization;
- (4) Ensure that Council facilities and equipment are kept separate from similar resources that may be used in a Councilor's private business activities;
- (5) Not seek or accept (directly or indirectly) from any person or body, any immediate or future gift, reward or benefit (other than of a token kind, or moderate acts of hospitality) for themselves or for any other person or body, relating to their status with the Council, or their performance of any duty or work which affects or concerns the Council; and
- (6) Hand over to the Chief Administrative Officer for the benefit of the City of Dawson any gifts that are accepted as a matter of courtesy on behalf of the Council.

4. Use of Information

There is an expectation that Councilors will make reasonable and informed decisions on matters before the Council. In their decision making process Councilors are also privy to information that may at times be confidential or controversial.

Councilors need to be:

- (1) Aware of and observe the provisions section 213 of the Municipal Act relating to the treatment of confidential information.
- (2) Aware that they are only entitled to access information which is relevant to a matter before the Council;
- (3) Mindful that except on matters before the Council, they enjoy the same access rights to information as any other member of the community;
- (4) Prudent in the use of information that they acquire as Councilors particularly in accordance with Section 213 of the Municipal Act;
- (5) Observing of any specific policies that the Council has on the use of Council information;
- (6) Careful not to use information in a way which can cause detriment to others;

- (7) Careful not to use confidential Council information to gain advantage for themselves or for any other person or body in ways which are inconsistent with their obligation to act impartially nor shall they use such information improperly to cause harm or detriment to any person, body, or the Council.

LEADERSHIP AND MEETINGS

1. Role of the Mayor

The role, responsibilities and performance of the Mayor has a critical bearing on the image of Council, good functioning of the Council Chamber, and the cooperative relationships between Councilors and others.

It is necessary that:

- (1) The Mayor is seen as the first citizen of the City and takes precedence at all local civic functions;
- (2) The Mayor must, together with the Chief Administrative Officer, be the official spokesperson for the Council and each person must respect each other's role in dealing with the media and other external bodies; and
- (3) The Mayor acts with consistency and impartiality in the chamber during Council proceedings.

2. Council Meetings

Meetings are the principle means by which Councilors represent the citizens of the whole municipality. In accordance with the Procedures Bylaw, meetings must focus on the business of Council and provide an environment for transparent and healthy debate on matters requiring decision-making.

Key elements are as follows:

- (1) The Mayor must chair meetings of the Council at which he or she is present and in doing so will:
 - a. maintain control by holding or passing the chair as outlined in the Procedures Bylaw;
 - b. be impartial;
 - c. preserve order and encourage Councilors who stray from the topic to stay focused on the issue being debated; and
 - d. ensure that the business is conducted in a proper manner.
- (2) Councilors should be committed to paying respect to the Chair at meetings.

- (3) The Chair should be conscious of the needs of each Councilor and will facilitate their entry into discussions and allow fair debate and participation among Councilors.
- (4) Each Councilor and delegate speaker should be respected for his or her views on issues and such views should be considered on merit.
- (5) Neither Councilors nor the Mayor should engage in debate with delegate speakers but rather, seek clarification of the delegate's position on an issue.
- (6) Councilors and delegate speakers should not be criticized for their association with any particular community group, political party, or community contacts.
- (7) Councilors should respect the right of other Councilors, City staff and the public to have a fair opportunity to speak when holding the floor.

3. Meetings and Appointments to Other Bodies

As part of their representative role, Councilors are often appointed by Council Resolution to represent the Council on external organizations. Some appointments may be to other government committees or they may simply be as a community representative on a particular group.

It is very important that Councilors:

- (1) Clearly understand the basis of their appointment;
- (2) Maintain a positive image of the council;
- (3) Represent the council policy position; (unless required to do otherwise by virtue of their terms of appointment); and
- (4) Provide regular reports to the Council through the Committee process on the activities of the organization (unless required to do otherwise by virtue of their terms of appointment).

ORGANIZATIONAL RELATIONSHIPS

1. Relationships with Staff

Councilors will work as part of the Council team, with the Chief Administrative Officer, Directors and other members of staff. This teamwork will only occur if Councilors and staff have a mutual respect and cooperate with each other to achieve the Council's

corporate goals and implement the Council's strategies. To achieve this, Councilors need to:

- (1) Understand and accept that their role is one of leadership, not a management or administrative role;
- (2) Remember and acknowledge that the Chief Administrative Officer is responsible and accountable for Municipal staff;
- (3) Remember and acknowledge that they have no capacity to individually direct members of staff to carry out particular functions;
- (4) Do not use their position to improperly influence members of staff in their duties or functions or to gain an advantage for themselves or others; and
- (5) Do not publicly criticize staff.

2. Councilors and Chief Administrative Officer and Directors

Council recognizes that the role of the Councilor is focused on policy decision making in the interests of the overall community and ensuring that policies are implemented. The Chief Administrative Officer and his or her Directors focus on implementing policy and providing professional advice to guide Council in its decision-making.

It should be expected that:

- (1) The Chief Administrative Officer and Directors take the initiative and responsibility for developing issues to a stage where comprehensive information can be placed before the Council for decision;
- (2) Council recognizes the importance of the complementary roles of Councilors and Staff and recognizes that Staff can only effectively implement policy if an effective system of delegation is in operation;
- (3) Councilors respect the City's human resources and not use those resources for unnecessary, improper or inefficient purposes;
- (4) In the interests of maintaining a high level of teamwork and encouraging good morale, there will be no personal criticism of staff in public by Councilors. If Councilors or staff wish to express any such criticism then the matter should be raised in a non-public forum with the Chief Administrative Officer; and
- (5) Councilors are provided with information concerning matters under consideration by Council and deemed necessary for them to properly perform their duties and meet their responsibilities as Councilors.

CONFLICT OF INTEREST PROCEDURES

1. Council is committed to making all decisions impartially and in the best interests of the whole community. It therefore recognizes the importance of fully observing the requirements of the Municipal Act in regard to the disclosure of Interests and Conflicts of Interest.
2. In general, The Municipal Act, Part 4, Division 5, Conflict of Interest, Vacancies, and Disqualification of Municipal Council Members, describes conflict of interest for Councilors.
3. Councilors will comply with all the provisions of the Act in regard to interests and conflict of interests. In complying with the provisions of the Act, Councilors will adhere to the following requirements:
 - (1) All declarations and notifications of interest or conflict of interest will be made by Councilors in writing by using the City of Dawson “Statement of Disclosure of Interest Form” (Attachment A). These forms will be provided to Councilors and made available at every meeting of Council. Completed forms are to be handed to the Chief Administrative Officer or other nominated officer for recording.
 - (2) If the Councilor considers that they have, or might reasonably be perceived to have, an interest in a matter before Council or a Committee of Council, they will submit a Statement of Disclosure of Interest Form prior to the start of the meeting. The Mayor or Chairperson will read out the Statements of Interest at the start of the meeting. The Mayor or Chairperson will note the Interest again immediately before the matter is considered. The interest must be declared by the relevant Councilor on every occasion that the matter is considered by Council or Committee.
 - (3) Councilors will give early consideration to each matter to be considered by Council, or Committee of which the Councilor is a member, to ascertain if he or she has an Interest or Conflict of Interest.
 - (4) If a Councilor does not intend to be present at a Council or Committee meeting in which he or she considers that they have any interest or conflict of interest, he or she will disclose the nature of the interest by submitting a completed Statement of Disclosure of Interest Form to the Chief Administrative Officer at any time before the meeting is held.
 - (a) Where the interest is non-pecuniary and not a conflict of interest the Councilor may vote on the matter.

- (b) If a Councilor has an Interest in a matter to be considered by Council or Committee that is a pecuniary interest, they will also declare that they have a conflict of interest.
- (c) If a Councilor has an interest in a matter to be considered by Council or a Committee that is non-pecuniary, and the Councilor considers that their personal interest may be in conflict with their public duty to act impartially and in the interest of the whole community, the Councilor will declare a conflict of interest.
- (d) If a Councilor has a conflict of interest in a matter they will comply with the requirements of the Municipal Act and ensure they do not move or second the motion and that they leave the room in which the meeting is being held during any vote on the matter and not vote on the matter.
- (e) If a Councilor has declared a conflict of interest on a matter, the Councilor will restrict his or her comments to responses to questions in a factual manner that may assist the decision making process.
- (f) Councilors recognize that while they may seek advice about a possible conflict of interest, the legal onus rests entirely with each Councilor. If a Councilor cannot confidently say that he or she does not have a conflict of interest, the Councilor should err on the side of caution and declare a conflict of interest and comply with the relevant requirements.

RESOLVING DISPUTES

1. Respecting differences
 - (1) Council is comprised of a group of individuals who bring to Council their own unique skills, talents, personalities, backgrounds and divergent views. All Councilors need to be understanding and accepting of the differences between Councilors and recognize that this diversity enriches Council and is reflected in the policies, strategies and decisions that are made in the best interests of the entire municipality.
 - (2) Councilors need to be mindful that having and expressing differing and sometimes opposing viewpoints is a normal function of the process of democratic government and is just as much a part of local government as it is of the other levels of Canadian government. Sharing and expressing these different views leads to informed and well-considered debate. All

Councilors have the right to influence, through this debate, the decisions made by Council.

- (3) Therefore, having differing views, politics or attitudes from other Councilors is not considered a conflict or a dispute and does not require resolution. Where conflict does emerge is when the differences become personal or the behavior of Councilors towards each other is of a nature that threatens the effective operation of Council's decision making processes.

2. Initial Process for Resolving Disputes

- (1) A dispute may arise between two individual Councilors, between one Councilor and a group of Councilors or between two or more different groups of Councilors. The following Councilors dispute resolution procedure will apply regardless of the dynamics and numbers involved.
- (2) Before commencing any formal dispute resolution process, the Councilors who are party to any disagreement will endeavor to resolve their differences in a courteous and respectful manner, recognizing that they have been elected to represent the best interests of the community as a whole.
- (3) If, however, there is a dispute resulting from an interpersonal conflict between Councilors that cannot be resolved and it is unduly affecting the operation of Council, the Mayor will attempt to facilitate a resolution. The Mayor may call upon the Chief Administrative Officer for advice and guidance at this point in the process.
- (4) Either party involved in the dispute or some other Councilor may refer the dispute to the Mayor by filling out and submitting a "Notice of Complaint" form (Attachment B), in confidence, to the Mayor or Chief Administrative Officer. The Mayor or Chief Administrative Officer will investigate whether a dispute exists and requires resolution. The Mayor or Chief Administrative Officer may call the parties involved to meet to resolve the dispute. These initial meetings may include the participation of another mutually agreed person(s).
- (5) If one party to the dispute does not acknowledge there is a dispute and is not willing to cooperate in discussions to resolve the dispute, the dispute resolution process is suspended at this point. Council however, may through, in accordance with section 213(3)(b)(iii) of the Municipal Act, at an in-camera Council meeting discuss that a dispute does exist between the parties and may request of the Chief Administrative Officer that mediation/conciliation be commenced.

- (6) If both or one of the parties to the dispute believes that the dispute has not been resolved following initial discussions to attempt to resolve the dispute, the parties may jointly ask the Mayor to request the Chief Administrative Officer to prepare a confidential Council report to arrange a professional mediator or conciliator to be engaged. The request for mediation/conciliation is to be made to the Chief Administrative Officer during the closed section of a Council meeting and only after the initial dispute resolution process has been attempted. An estimate of the full cost to Council of conducting the mediation process is to be provided at this meeting.
 - (7) Councilors agree through the ratification of this Code that it is compulsory for all parties to the dispute to attend mediation/conciliation where this has been requested.
3. Mediation/Conciliation
 - (1) If a mediator/conciliator is appointed, all Councilors will cooperate with the dispute resolution process and provide reasonable assistance to the mediator/conciliator when requested.
 - (2) Following mediation a report is to be prepared for the Chief Administrative Officer by the mediator/conciliator which is to include the recommendations and actions to be taken as a consequence of the mediation. This report is to be presented during an in-camera Council meeting.
 - (3) If following mediation/conciliation all parties agree that the dispute has been resolved and agreement is reached on adherence to the recommended actions, the matter is closed. If, however, it has not been resolved to the satisfaction of all parties, the parties involved will be required, as a minimum, to adhere to the Councilors' Code of Conduct and the Procedures Bylaw. Council may resolve requesting that the Mayor strictly adhere to the Code of Meeting Procedures to maintain civility at Council meetings to ensure that Councilors are able to carry out their role in the best interests of the municipality.
 - (4) The dispute resolution process between the same Councilors/parties can only be re-commenced through a decision of Council.
 - (5) Irrespective of the above, Council will not undertake a dispute resolution procedure if it is to occur during the caretaker period prior to a Council election.
4. Dispute between Mayor and other Councilor(s)

If the unresolvable dispute described in the “Notice of Complaint” is between the Mayor and another Councilor(s), two other Councilors may after consultation with the Chief Administrative Officer recommend to Council that the dispute be referred to the Chief Administrative Officer to obtain an external mediator or conciliator. Such discussion will need to be considered during a closed section of a Council meeting. All other aspects of the dispute resolution procedure apply.

STATEMENT OF CARETAKER PROCEDURES

Prior to an election period the Chief Administrative Officer will ensure that all Councilors and all members of Council staff are advised in regard to the application of the caretaker procedures as follows:

1. Council Decision-Making

- (1) During the election period, which is from the end of nominations day until 8:00 pm on the Polling Day, Council will operate under a “business as usual” approach except for the restrictions imposed by the Statement of Caretaker Procedures. Essentially, Council will not make any decisions during the election period that will be binding on an incoming Council save for decisions which are part of the normal operating function of Council which includes most municipal planning matters.
- (2) In accordance with Bylaw _____ Council will not make any “Major Policy Decisions” during the Election period.
- (3) Major Policy Decisions are decisions:
 - a. relating to the employment of the Chief Administrative Officer under section’s 180 and 188 of the Municipal Act, other than a decision to appoint an acting Chief Administrative Officer;
 - b. to terminate the appointment of the Chief Administrative Officer under section 180;
- (4) If Council considers that there are extraordinary circumstances where the municipality or the local community would be significantly disadvantaged by Council not making a particular Major Policy Decision, Council will, by resolution, make a decision. Such resolutions will be noted as extraordinary.
- (5) During the election period, further to any Major Policy Decisions there is to be no Council policy formation or adoption, no censure of government departments or Ministers, and Notices of Motions and General Business are not to be of a political nature.

2. Use of Council Resources

- (1) Council will ensure that Council resources are not used inappropriately during an election period in ways that may influence voting in an election or provide undue advantage for a candidate. In any circumstances where the use of Council resources might be construed as being related to a candidate's election campaign, advice will be sought from the Chief Administrative Officer.
- (2) Municipal Staff will not authorize, use or allocate a council resource for any purpose that may influence voting in the election, except where it only relates to the election process and is authorized by the Chief Administrative Officer.
- (3) Council resources, including offices, support staff, hospitality services, equipment, stationery and printing will be used exclusively for normal Council business during the Election period and will not be used in connection with any election campaign or in a manner that may be construed as supporting an election campaign.
- (4) No Council logos, letterheads or other City of Dawson branding will be used for, or be linked in any way to, a candidate's election campaign.
- (5) Public events and functions during the Election period will only be organized and run by Council's administration if they are part of Council's normal business activities. Officers will plan to avoid staging any functions, public events or the launch of publications during the election period. No election material or active campaigning, including within the context of speeches by Councilors, is to be conducted at Council sponsored events.
- (6) Reimbursements of Councilors' out-of-pocket expenses during the Election period will only apply to costs that have been incurred in performance of normal Council duties and not for expenses that could be perceived as supporting or being connected with the election.
- (7) Equipment and facilities such as phones, laptops, facsimile machines, etc, provided to Councilors for the purpose of conducting normal Council business will not be used for campaigning purposes. Where it is impractical for Councilors to discontinue their use of these facilities during the Election period, Councilors will reimburse Council for the usage of those services in accordance with the City of Dawson Councilors Expense Policy.
- (8) Council City e-mail addresses will not be included on campaign material.

3. Information

- (1) Information and briefing material prepared by Council staff for Councilors during the Election period will relate only to factual matters, existing Council services, or information that would normally be available to the public. All such requests for information or action are to be issued through the offices of the City Clerk who will keep a record of requests made and advice provided. The information provided will be collated by the City Clerk's Office in an Information Request Register.
- (2) No information will be provided which relates to new policy development, new projects or matters that are the subject of public or election debate or might be perceived to be connected with a candidate's election campaign.

4. Publicity

- (1) Council will not print, publish or distribute or cause, permit or authorize to be printed published or distributed, electoral advertisements, handbills, pamphlets or notices during the Election period unless it only contains information about the electoral process.
- (2) Council further commits to the following standards during the Election period:
 - a. No Councilor will influence a municipal staff member to make any public statement that could be construed as influencing the election. This does not include statements of clarification that are approved by the Chief Administrative Officer.
 - b. Where a publicity campaign is deemed necessary for a Council service or function, the Chief Administrative Officer must approve it. Council publicity during the Election period will be restricted to promoting normal Council activities.
 - c. Any requests for media advice or assistance from Councilors during the Election period will be channeled through the Chief Administrative Officer. No media advice or assistance will be provided in regard to publicity that involves individual Councilors where that advice would relate to their election campaign.
 - d. Councilors will not use their position as an elected representative, as it relates to access to Municipal staff, and other Council resources to gain media attention in support of an election campaign.

5. Assistance to Candidates

Council affirms that all candidates for the Council election will be treated equally in terms of assistance and advice relating to the conduct of the Council Election. All election related enquiries will be directed to the Returning Officer or, where the matter is outside the responsibilities of the Returning Officer, to the Chief Administrative Officer.

ENFORCEMENT OF CODE OF CONDUCT

1. This Code of Conduct for Councilors will be self-regulated by Council through the resolving disputes process.
2. The Mayor and Councilors are required to sign a “Statement of Commitment to the Councilors Code of Conduct” (Attachment C) at the Councilors’ Legislative Workshop Meeting of Council following the Council Election or in the case of an extraordinary election, within 14 days of being elected.
3. The Mayor and Councilors shall be cognizant of their responsibilities under the Code. Additionally, this Code will be reviewed within the period of twelve (12) months after a general election.

POLICY TITLE: Mayor and Council Code of Conduct

POLICY #: 07-03

ADOPTED BY COUNCIL ON: November 6, 2007

RESOLUTION #: C07-33-13

Originals Signed by

John Steins
Mayor

Paul Moore
CAO

ATTACHMENT A

STATEMENT OF DISCLOSURE OF INTEREST

Name of Councilor: _____

Date of Disclosure: _____

Council Meeting or
Committee Name: _____

Meeting Date: _____

Agenda Item: _____

Agenda Item Description: _____

Description of type and nature of Interest (i.e., Interest or Conflict of Interest)

Interest: Personal

 Pecuniary

Conflict of Interest:

Signature: _____ Date: _____

Councilor: _____

Office Use Only:

Recorded by _____ at: _____

Initials:

_____ Date: _____

ATTACHMENT B

CONFIDENTIAL

**MAYOR AND COUNCILOR'S CODE OF CONDUCT
NOTICE OF COMPLAINT**

Date: _____

This Complaint is made against: (Councilor or Mayor) _____

This Complaint is made by: (Councilor or Mayor) _____

This Complaint is made to: (Mayor or Chief Administrative Officer)

The nature of the Complaint is:

The preferred resolution to the Complaint is:

Signed: _____
(Mayor or Councilor)

Date: _____

ATTACHMENT C

**STATEMENT OF COMMITMENT TO THE MAYOR AND COUNCILORS'
CODE OF CONDUCT**

I, (Full Name) _____, declare that as a Mayor or Councilor of the City of Dawson I acknowledge and support the City of Dawson Mayor and Councilor's Code of Conduct. I thereby commit to undertaking my duties in a manner consistent with the principles of the Code of Conduct at all times and in the best interests of the municipality and its constituents.

Signed: _____

Declared this _____ day of _____, 20__

Before me:

Chief Administrative Officer



MONTHLY MAYOR'S / CHIEF'S POLICING REPORT January, 2018

Dawson City RCMP Detachment "M" Division Yukon



The Dawson City RCMP Detachment responded to a total of 45 calls for service during the month of January, 2018.

OCCURRENCES	<u>JAN/2018</u>	<u>Year to Date 2018</u>	<u>JAN/2017</u>	<u>Year Total 2017</u>
Assaults (including sexual)	2	2	5	74
Break and Enters	1	1	2	20
Thefts (all categories)	3	3	2	62
Drugs (all categories)	3	3	2	8
Liquor Act	0	0	3	88
Unlawful Sale (bootlegging)	0	0	0	0
Cause Disturbance / Mischief	11	11	6	180
Impaired Driving	1	1	1	43
Vehicle Collisions	4	4	4	50
False Alarms	0	0	0	23
Mental Health Act	1	1	5	33
Assistance	1	1	4	32
Missing Persons/Requests to Locate/Well Being Checks	4	4	3	45
Other Complaints	24	24	25	466
Total Charges laid	5	5	4	125
Total Call for Service	45	45	62	1124

Prisoners held locally	3	3	1	93
Prisoners remanded	0	0	n/a	n/a
Total Prisoners	3	3	1	93

Justice Reports	JAN/2018	Year to Date 2018	JAN/2017	Year Total 2017
Victim Services Referrals	0	0	3	32
Youth Diversions	0	0	n/a	n/a
Adult Diversions	0	0	n/a	n/a

Date	Judge Present		Federal Crown Present		Territorial Crown Present			Court Proceedings Conducted Over Phone		Court Proceedings Conducted In Person		Court Worker Present		RCMP Acting In Agent Capacity		Number of Legal Matters Processed By RCMP	Number of Hours expended To Court Activities
	Y	N	Y	N	Y	N	NA	Y	N	Y	N	Y	N	Y	N		

Annual Performance Plan (A.P.P.'S) Community Priorities

Community approved priorities are:

- (1) Traffic Enforcement
- (2) Substance Abuse
- (3) Youth Initiatives
- (4) Attendance at THFN and Community Events

(1) This month the detachment addressed the priority of Traffic Enforcement by;

Detachment members continue to strive for safer roads in our community. With the cold temperatures, traffic volume has been somewhat light. With that said, we continue to conduct stationary radar in specific target areas such as the school zone and the downtown area. We anticipate that our traffic activity will increase with upcoming events in February and March.

We remind all drivers to prepare themselves for the bitterly cold temperatures before venturing on our roadways. Ensuring you're prepared for any type of weather condition could save you from spending a frosty night in your car.

(2) This month the detachment addressed the priority of Substance Abuse by;

Cst. Warren did a presentation to the 11-12 high school students regarding the use of alcohol and the consequences of impaired driving. Cst. Warren used an interactive and engaging approach with the students who had plenty of questions. With the pending legalization of marijuana. Our focus in the preceding months will shift to include driving under the influence of drugs.

- (3) This month the detachment addressed the priority of Youth Involvement by;

Cpl. Myke continues to work with Emma Tom-Tom on her presentation of “Violence towards First Nations Youth and Women” Emma has worked very hard on her PowerPoint which will be presented to her peers in early February.

Cst. Warren along with the other members of the detachment continue to drop by the Youth Center to engage with our youth. The youth who are inquisitive usually ask a number of questions about the tools on our duty belts and what there for. Our hope by way of positive interaction is the youth is to foster a relationship where the youth are engaging without apprehension.

Cst. Warren has implemented the “Top Cop” reading program for ages K-4. While at the school he took the time to read a short story to the K-3 students. Both the principal and teachers support this endeavor and appreciate our efforts to engage with the youth.

Cst. Popescul and Sgt. Morin continue to coach youth bantam and midget hockey.

- (4) This month the detachment addressed the priority of Attendance at THFN and Community Events by;

Cpl. Myke took the opportunity to informally introduce Cst. Tower to Chief Joseph and Mayor Potoroka at the THFN office. Cst. Tower comes to Dawson City from Whitehorse Detachment where he served on the Watch and the Federal Unit. Cst. Tower brings with him approximately 10 years of service in the RCMP. Later Cst. Tower along with Cst. Perry were formally introduced to Chief and Council.

Cpl. Myke continues to be involved with the Han Singers as well as calling Elders Bingo.

Our members stopped by the arena to show a police presence during the resent men’s hockey tournament. There were no issues throughout the course of the weekend as fans enjoyed a good ol game of respectful hockey.

Notable Occurrences for the Month:

On January 4th, a local male was seen behaving in a peculiar manner. Upon investigation, it was discover the male was in possession of cocaine which is a prohibited substance. The male suspect was charged accordingly, his matters are now pending before the courts.

On January 5th, a snowmobile was seen travelling at a high rate of speed through downtown Dawson City. Police were able to catch up with the male driver who was arrested for impaired operation of a motor vehicle. The male later provide two samples of his breath which was three times the legal limit. The male was also charged with driving while prohibited. These matters are now pending

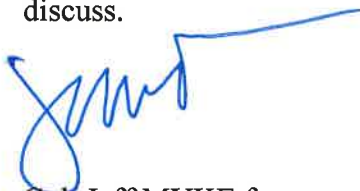
before the courts.

Community Policing Activities or Events (if not identified in the APP's)

January brought the annual men's hockey tournament to Dawson City. Cst. Popescul who's prior senior hockey experience made him a shoe in as a known sniper. Although his team finished third overall, his contribution was appreciated.

During the month of January, Cst. Warren attended the two day First Nations Awareness Course in Whitehorse. This invaluable course is designed to share the some of the knowledge and history of our Yukon First Nations with RCMP members who are new to the division.

Should you have any questions or concerns regarding this report, please feel free to contact me to discuss.



Cpl. Jeff MYKE for;
Sgt. Dave MORIN
N. C. O. In Charge
Dawson City Detachment
Telephone: (867) 993-2677
Email: david.g.morin@rcmp-grc.gc.ca

Internal distribution list:

Cst. Julia FOX - EA to the Commanding Officer "M" Div.
S/Sgt. Brad KAEDING – Acting District Policing Officer
Sgt. Calista MACLEOD – Acting District Advisory NCO
Cathie SANDS – Planning and Client Services
MDiv_filing

MINUTES OF COMMITTEE OF WHOLE MEETING CW18-02 of the council of the City of Dawson called for 7:00 PM on Monday, January 22, 2018 in the City of Dawson Council Chambers.

PRESENT: Mayor Wayne Potoroka
Councillor Jay Farr
Councillor Stephen Johnson
Councillor Bill Kendrick

ABSENT: Councillor Kyla MacArthur

ALSO PRESENT: CAO Christine Smith
EA Heather Favron
A/EA Brooke Edmonds
PW Superintendent Louis Gerberding
Project Manager Trina Buhler
CFO Obrian Kydd
CDO Clarissa Huffman

Agenda Item: Call to Order

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

Agenda Item: Agenda

CW18-02-01 Moved by Councillor Kendrick, seconded by Councillor Johnson that the agenda for committee of the whole meeting #CW18-02 be accepted as presented. Carried 4-0

Agenda Item: Adoption of Minutes

a) Committee of the Whole Meeting Minutes #CW18-01 of January 8, 2018

CW18-02-02 Moved by Councillor Johnson, seconded by Councillor Kendrick that the minutes of committee of the whole meeting #CW18-01 of January 8, 2018, be accepted as presented. Carried 4-0

Agenda Item: Bylaws and Policies

a) OCP Amendment No. 7 Bylaw #2018-01 RE: Lot 1205, Quad 116 B/03, Plan 2014-0012 and Zoning Amendment No. 18 Bylaw #2018-02 RE: Lot 1205, Quad 116 B/03, Plan 2014-0012

The committee suggested the zoning for the subdivision on Bonanza Road be reviewed during the OCP review to determine if land designation is still appropriate.

CW18-02-03 Moved by Councillor Kendrick, seconded by Councillor Farr that committee of the whole forward the request for decision RE: Official Community Plan Amendment #17-128 and Zoning By-Law Amendment #17-129 Lot 1205 Quad 116 B/03 (Bonanza Road) to council with a recommendation to proceed with first reading. Carried 4-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) Request for Decision RE: RFP Solid Waste Management Program Design

The CAO informed the committee administration will follow up regarding title transfer for the recycling centre lot and Minto Park.

CW18-02-04 Moved by Councillor Kendrick, seconded by Mayor Potoroka that committee of the whole acknowledges receipt of the request for decision RE: Solid Waste Management Program Design. Carried 4-0

b) Request for Decision RE: Recreation Grants

CW18-02-05 Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole forward the request for decision RE: Recreation Grants to council with a recommendation to approve as presented. Carried 4-0

c) Request for Decision RE: Swimming Pool OHS Requirements, Budget Amendment, and Gas Tax Application

CW18-02-06 Moved by Mayor Potoroka, seconded by Councillor Farr that committee of the whole forward the request for decision RE: Swimming Pool OHS Requirements, Budget Amendment, and Gas Tax to council with a recommendation to approve as presented. Carried 4-0

d) Request for Decision RE: Subdivision Application #17-124 RE: Lot 11, Dredge Pond Subdivision

CW18-02-07 Moved by Councillor Kendrick, seconded by Mayor Potoroka that committee of the whole forward the request for decision RE: Subdivision Application #17-124 to council with a recommendation to approve as presented. Carried 4-0

e) Request for Decision RE: Moose Hide Slide Designation

CW18-02-08 Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole forward the request for decision RE: Moose Hide Slide Municipal Historic Site Nomination to council with a recommendation to approve with no conditions. Carried 4-0

f) Request for Decision RE: Consolidation of Lots 1,2,9, and 10, Block 1, Day's Addition

CW18-02-09 Moved by Councillor Johnson, seconded by Councillor Kendrick that committee of the whole forward the request for decision RE: Consolidation of Lots 1,2,9, and 10, Block 1, Day's Addition to council with a recommendation to approve. Carried 4-0

Agenda Item: In Camera Session

CW18-02-10 Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole move into a closed session for the purposes of discussing land related matters and a financial related matter as authorized by section 213 (3) of the Municipal Act. Carried 4-0

a) Land Related Matters and Financial Related Matter

CW18-02-11 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda.
Carried 4-0

Agenda Item: Adjournment

CW18-02-12 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole meeting CW18-02 be adjourned at 8:40 PM. Carried 4-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-02 WERE APPROVED BY
COMMITTEE OF WHOLE RESOLUTION #CW18-05-02 AT COMMITTEE OF WHOLE MEETING
CW18-05 OF FEBRUARY 19, 2018.**

Original signed by:
Wayne Potoroka, Chair

Christine Smith, Interim CAO