



# THE CITY OF DAWSON

## COUNCIL MEETING #C18-13 AGENDA

TUESDAY, April 10, 2018  
AT 7:00 p.m.

Council Chambers, City of Dawson Office

1. **CALL TO ORDER**
2. **ACCEPTANCE OF ADDENDUM AND ADOPTION OF THE AGENDA**
  - a) Council Meeting Agenda #C18-13
3. **DELEGATIONS AND GUESTS**
  - a) Presentation RE: Regional Economic Action Development Initiative - *Tentative*
4. **BUSINESS ARISING FROM DELEGATIONS**
5. **ADOPTION OF THE MINUTES**
  - a) Council Meeting Minutes #C18-10 of March 19, 2018
  - b) Special Council Meeting Minutes #C18-11 of March 21, 2018
  - c) Special Council Meeting Minutes #C18-12 of March 28, 2018
6. **BUSINESS ARISING FROM MINUTES**
  - a) Council Meeting Minutes #C18-10 of March 19, 2018
  - b) Special Council Meeting Minutes #C18-11 of March 21, 2018
  - c) Special Council Meeting Minutes #C18-12 of March 28, 2018
7. **FINANCIAL AND BUDGET REPORTS**
  - a) 2018 Accounts Payable Report Dated March 16, 2018 RE: Cheque #52083 to #52165
  - b) 2018 Accounts Payable Report Dated March 27, 2018 RE: Cheque #52166 to #52227
8. **SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**
  - a) Request for Decision RE: Project Prioritization System / City of Dawson Infrastructure Priorities March 26, 2018 to be shared with YG
  - b) Request for Decision RE: 99-15 Road Consolidation and Renaming
  - c) Request for Decision RE: City of Dawson Policing Priorities 2018/19
  - d) Request for Decision RE: Canadian Bank of Commerce NHS Hazardous Material Abatement, Roof Repair, Gas Tax Funding
  - e) Request for Decision RE: AMFRC Seismic Upgrade Options
  - f) Councillor Attendance RE: Zero Waste Conference
9. **BYLAWS AND POLICIES**
  - a) Bylaw #2018-04 being the 2018 Tax Levy Bylaw RE: Third and Final Reading
  - b) Bylaw #2018-05 being the Fees and Charges 2018 Amendment to Bylaw #13-05 Bylaw RE: Third and Final Reading
  - c) Bylaw #2018-03 being the 2018 Annual Operating Budget and Capital Expenditure Program Bylaw RE: Third and Final Reading
10. **CORRESPONDENCE**
  - a) Metrix Group LLP RE: 2017 Audit Planning
  - b) Premier Silver and Minister Streicker RE: Dawson Recreation Centre
  - c) Committee of Whole Meeting Minutes #CW18-09 to #CW18-12
  - d) Heritage Advisory Committee Meeting Minutes #HAC18-12 to #HAC18-19
  - e) Board of Variance Meeting Minutes #BOV17-05
11. **PUBLIC QUESTIONS**
12. **IN CAMERA SESSION**
13. **ADJOURNMENT**

**MINUTES OF COUNCIL MEETING #C18-10** of the council of the City of Dawson held on Monday, March 19, 2018, 7:00 PM in the City of Dawson Council Chambers.

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

**ALSO PRESENT:** CAO Cory Bellmore  
EA Heather Favron

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**Agenda Item:** Call to Order

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Mayor Potoroka called council meeting #C18-10 to order at 7:00 PM.

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**Agenda Item:** Agenda

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**C18-10-01** Moved by Mayor Potoroka, seconded by Councillor Kendrick that the agenda for council meeting # C18-10 of March 19, 2018 be adopted as presented.  
Motion Carried 5-0

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**Agenda Item:** Adoption of the Minutes

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a) Council Meeting Minutes #C18-08 of February 26, 2018

**C18-10-02** Moved by Mayor Potoroka, seconded by Councillor Farr that the minutes of council meeting #C18-08 of February 26, 2018 are approved as presented.  
Motion Carried 5-0

b) Special Council Meeting Minutes #C18-09 of March 5, 2018

**C18-10-03** Moved by Mayor Potoroka, seconded by Councillor MacArthur that the minutes of special council meeting #C18-09 of March 5, 2018 are approved as presented.  
Motion Carried 5-0

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**Agenda Item:** Special Meeting, Committee, and Departmental Reports

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a) Request for Decision RE: Recreation Board Appointment

**C18-10-04** Moved by Councillor Johnson, seconded by Councillor MacArthur that Council appoint Aine MacLellan to the Recreation Board with a term expiring October 31, 2018 as the Tr'ondëk Hwëch'in member.  
Motion Carried 5-0

b) Request for Decision RE: Tr'ondëk Hwëch'in Municipal Services Agreement

- C18-10-05** Moved by Councillor MacArthur, seconded by Mayor Potoroka that Council approve the Municipal Services Agreement between the City of Dawson and Tr'ondëk Hwëch'in for the lands identified as parcel C-4 B/D for signing at the joint meeting of both Councils.
- C18-10-06** Moved by Mayor Potoroka, seconded by Councillor Johnson that council move into CoW for the purposes of talking with Mark Dauphinee.  
Motion Carried 5-0
- C18-10-07** Moved by Mayor Potoroka, seconded by Councillor Kendrick that CoW reverts to council to proceed with the agenda.  
Motion Carried 5-0
- C18-10-08** Moved by Mayor Potoroka, seconded by Councillor Johnson that section 11 (d) of the agreement be amended by changing "rather than" to "or".  
Motion Carried 5-0  
Main Motion 5-0

c) Request for Decision RE: Klondike Development Organization Options

- C18-10-09** Moved by Councillor MacArthur, seconded by Mayor Potoroka that council directs administration to proceed with the transfer of title by by-law for lot 13 and part of lot 12, Block I, Ladue Estate, Plan 8338A to Klondike Development Organization.  
Motion Carried 5-0

d) Request for Decision RE: Contract Award for Swimming Pool Upgrades

- C18-10-10** Moved by Councillor Johnson, seconded by Mayor Potoroka that Council award a sole source contract with Priority SS for the swimming pool support structure repair only for the estimated amount of \$97,800.00.
- C18-10-11** Moved by Councillor MacArthur, seconded by Mayor Potoroka to table to a special council meeting on March 21, 2018 at noon.  
Motion Carried 5-0

e) Request for Decision RE: Community and Recreation Grants

Councillor Kendrick made a disclosure under section 193.01(1) of the *Municipal Act*, and stepped down from council at 7:51 PM.

Mayor Potoroka made a disclosure under section 193.01(1) of the *Municipal Act*, passed the chair to Councillor MacArthur and stepped down from council at 7:52 PM.

- C18-10-12** Moved by Councillor MacArthur, seconded by Councillor Johnson that Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$7,910 and Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$6,428.80.  
Motion Carried 3-0

Councillor Kendrick rejoined council at 7:53 PM.

Mayor Potoroka rejoined council at 7:53 PM. Councillor MacArthur passed the chair to Mayor Potoroka.

f) Councillor Report RE: Association of Yukon Communities Update

Councillor MacArthur provided a verbal report regarding the recent Association of Yukon Communities board meeting.

**C18-10-13** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council acknowledges the councillor report RE: Association of Yukon Communities Update.  
Motion Carried 5-0

g) Proclamation RE: March 21st UNESCO World Poetry Day and April 2018 National Poetry Month

**C18-10-14** Moved by Mayor Potoroka, seconded by Councillor Johnson that Council proclaims March 21st, 2018 to be UNESCO World Poetry Day in the City of Dawson, and proclaims April 2018 to be National Poetry Month in the City of Dawson.  
Motion Carried 5-0

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**Agenda Item:** Bylaws and Policies

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a) Bylaw #2018-04 being the 2018 Tax Levy Bylaw - Second Reading

**C18-10-15** Moved by Councillor Johnson, seconded by Councillor MacArthur that bylaw #2018-04 being the 2018 Tax Levy Bylaw be given second reading.  
Motion Carried 5-0

b) Bylaw #2018-05 being the Fees and Charges 2018 Amendment to Bylaw #13-05 Bylaw - Second Reading

**C18-10-16** Moved by Councillor Kendrick, seconded by Mayor Potoroka that bylaw #2018-05 being the Fees and Charges 2018 Amendment to Bylaw #13-05 Bylaw be given second reading.  
Motion Carried 4-1

c) Bylaw #2018-03 being the 2018 Annual Operating Budget and Capital Expenditure Program Bylaw - Second Reading

**C18-10-17** Moved by Mayor Potoroka, seconded by Councillor MacArthur that bylaw #2018-03 being the 2018 Annual Operating Budget and Capital Expenditure Program Bylaw be given second reading.  
Motion Carried 4-1

d) Bylaw #2018-01 being the Official Community Plan Amendment No. 7 Bylaw – Second Reading

Council noted public hearing notices should specify what amendment is being proposed.

**C18-10-18** Moved by Mayor Potoroka, seconded by Councillor Kendrick that bylaw #2018-01 being the Official Community Plan Amendment No. 7 Bylaw be given second reading.  
Motion Carried 5-0

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**Agenda Item: Correspondence**

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- C18-10-19** Moved by Councillor Kendrick, seconded by Councillor Johnson that council acknowledge receipt of the following correspondence:  
Committee of Whole Meeting Minutes #CW18-03 to #CW18-09 Recreation Board Meeting Minutes #R18-01 Deputy Minister Joe MacGillivray RE: Wetland Management Policy – April Roundtable  
RCMP, Dawson Detachment, “M” Division – February 2018 Policing Report For informational purposes.  
Motion Carried 5-0
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**Agenda Item: Public Questions**

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- C18-10-20** Moved by Councillor Kendrick, seconded by Councillor MacArthur that council move into committee of the whole for the purposes of question period.  
Motion Carried 5-0

Dan Davidson:

Dan Davidson inquired what area is included as part of the North End project. Council confirmed the whole area is being looked at to see what is possible. Council also suggested to watch for public notices regarding upcoming public engagement sessions.

- C18-10-21** Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole revert to council to proceed with the agenda.  
Motion Carried 5-0
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**Agenda Item: Adjournment**

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- C18-10-22** Moved by Councillor Kendrick, seconded by Councillor MacArthur that council meeting #C18-10 be adjourned at 8:24 p.m. with the next regular council meeting being April 10, 2018.  
Motion Carried 5-0

**THE MINUTES OF SPECIAL COUNCIL MEETING C18-10 WERE APPROVED BY COUNCIL RESOLUTION #C18-\_\_ - \_\_ AT COUNCIL MEETING #C18-\_\_ OF APRIL 10, 2018.**

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Wayne Potoroka, Mayor

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Cory Bellmore, CAO

**MINUTES OF SPECIAL COUNCIL MEETING #C18-11** of the council of the City of Dawson held on Wednesday, March 21, 2018, 12:00 PM in the City of Dawson Council Chambers.

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**PRESENT:** Mayor Wayne Potoroka  
Councillor Jay Farr  
Councillor Kyla MacArthur

**ABSENT:** Councillor Bill Kendrick  
Councillor Stephen Johnson

**ALSO PRESENT:** CAO Cory Bellmore  
Project Manager Trina Buhler  
EA Heather Favron

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**Agenda Item:** Call to Order

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Mayor Potoroka called special council meeting #C18-11 to order at 12:01 PM.

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**Agenda Item:** Agenda

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**C18-11-01** Moved by Councillor Farr, seconded by Mayor Potoroka that the agenda for special council meeting # C18-11 of March 21, 2018 be adopted as presented.  
Motion Carried 3-0

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**Agenda Item:** Request for Decision RE: Contract Award Swimming Pool

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**C18-11-02** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council move into cow for the purposes of holding discussion with Trina Buhler.  
Motion Carried 3-0

**C18-11-03** Moved by Mayor Potoroka, seconded by Councillor MacArthur that cow revert to council and proceeds with agenda.  
Motion Carried 3-0

**C18-11-04** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council award a sole source contract with Priority SS for the swimming pool support structure repair only for the estimated amount of \$97,800.  
Motion Carried 3-0

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**Agenda Item:** Adjournment

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**C18-11-05** Moved by Mayor Potoroka, seconded by Councillor Farr that special council meeting #C18-11 be adjourned at 12:04 PM. with the next regular council meeting being April 10, 2018.  
Motion Carried 3-0

**THE MINUTES OF SPECIAL COUNCIL MEETING C18-11 WERE APPROVED BY COUNCIL RESOLUTION #C18-\_\_ - \_\_ AT COUNCIL MEETING #C18-\_\_ OF APRIL 10, 2018.**

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Wayne Potoroka, Mayor

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Cory Bellmore, CAO

**MINUTES OF SPECIAL COUNCIL MEETING #C18-12** of the council of the City of Dawson held on Wednesday, March 28, 2018, 12:00 PM in the City of Dawson Council Chambers.

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

**ALSO PRESENT:** CAO Cory Bellmore  
CDO Clarissa Huffman

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**Agenda Item:** Call to Order

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

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**Agenda Item:** Agenda

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**C18-12-01** Moved by Mayor Potoroka, seconded by Councillor Farr that the agenda for special council meeting # C18-12 of March 28, 2018 be adopted as presented.  
Motion Carried 5-0

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**Agenda Item:** In Camera Session RE: Land Related Matter

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- C18-12-02** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council move into a closed session of committee of the whole for the purposes of discussing a Land related matter, as authorized by Section 213(3) of the Municipal Act.  
Motion Carried 5-0
- C18-12-03** 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 5-0
- C18-12-04** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council provide a letter of support to KDO for their application to Yukon Housing Corporation's Municipal Matching Program.  
Motion Carried 5-0
- C18-12-05** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council direct administration to execute the Agreement of Purchase and Sale for the purchase of Lot 13 and part of Lot 12, Block I, Ladue Estate 8338A for \$120,000 as per the conditions of the Agreement.  
Motion Carried 5-0
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**Agenda Item:** Adjournment

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**THE MINUTES OF SPECIAL COUNCIL MEETING C18-12 WERE APPROVED BY COUNCIL RESOLUTION #C18-\_\_ - \_\_ AT COUNCIL MEETING #C18-\_\_ OF APRIL 10, 2018.**

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Wayne Potoroka, Mayor

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Cory Bellmore, CAO

Cheque Num	Vendor Name	Purchases Amount	D Description 2
52083	B.C. Minister of Finance	\$ 180.00	PW - TRAINING
52084	Smith, Christine	\$ 7,425.00	ADM - Professional Fees
52085	Spriggs Financial Services	\$ 4,760.00	ADM - Professional Fees
52085	Spriggs Financial Services	\$ 1,520.00	ADM - Professional Fees
52087	Advance North Mechanical	\$ 131.25	PS - Contracted Services
52087	Advance North Mechanical	\$ 965.19	PW - Nissan Rogue R&M
52088	Air North	\$ 93.41	PW - Water Sampling Freight
52088	Air North	\$ 99.71	PW - Water Sampling Freight
52088	Air North	\$ 482.85	PW - Travel
52088	Air North	\$ 94.24	PW - Freight
52088	Air North	\$ 94.24	PW - Freight
52089	Aon Reed Stenhouse Inc.	\$ 24,450.00	ADM - Insurance
52090	Assante In Trust	\$ 1,184.64	ADM - RRSP Contributions
52091	Aurora Inn	\$ 812.70	ADM - Travel Accomodation
52092	Bayliss, Abbey	\$ 303.75	ADM - Credit payment
52093	BHB Mini Storage	\$ 105.00	ADM - Office Supplies
52094	Bonanza Klondike Inc.	\$ 150.00	REC - Zamboni Fuel
52094	Bonanza Klondike Inc.	\$ 28.00	PW - Operating Supplies
52095	Brown, Shelley	\$ 728.52	REC - Travel & Meals
52096	Buhler, Trina	\$ 234.40	PW - Travel Meals
52096	Buhler, Trina	\$ 289.90	PW - Travel Meals
52097	Chief Isaac Incorporated	\$ 25.60	PS - Janitorial
52097	Chief Isaac Incorporated	\$ 68.25	ADM - Janitorial
52097	Chief Isaac Incorporated	\$ 358.31	REC - Janitorial
52097	Chief Isaac Incorporated	\$ 631.31	REC - Janitorial
52097	Chief Isaac Incorporated	\$ 409.50	ADM - Janitorial
52097	Chief Isaac Incorporated	\$ 68.25	PW - Janitorial
52097	Chief Isaac Incorporated	\$ 784.88	REC - Waterfront Janitorial
52097	Chief Isaac Incorporated	\$ 1,672.13	REC - Arena Janitorial
52097	Chief Isaac Incorporated	\$ 68.25	ADM - Janitorial
52097	Chief Isaac Incorporated	\$ 204.75	ADM - Janitorial
52097	Chief Isaac Incorporated	\$ 358.31	REC - Janitorial
52097	Chief Isaac Incorporated	\$ 614.25	REC - Janitorial
52098	Chief Isaac Mechanical	\$ 68.25	PS - Heavy Equipment R&M
52098	Chief Isaac Mechanical	\$ 1,794.43	PS - Heavy Equipment R&M
52099	Cotter Enterprises	\$ 3,349.50	Cable - Contracted Services
52099	Cotter Enterprises	\$ 2,748.38	CABLE - Contracted Services
52100	Crain Ventures	\$ 2,971.53	ADM - 8th Ave R&M

Cheque Num	Vendor Name	Purchases Amount	D Description 2
52101	Dauphinee, Mark	\$ 648.56	PW - Travel & Meals
52101	Dauphinee, Mark	\$ 570.75	PW - Travel Accomodation
52102	Davis, Kirsten	\$ 149.63	REC - Glow Sticks
52103	Dawson City General Store	\$ 24.99	PW - Birthday Cake
52103	Dawson City General Store	\$ 12.49	ADM - Office Supplies
52103	Dawson City General Store	\$ 8.15	ADM - Office Supplies
52104	Dawson Hardware Ltd	\$ 60.21	REC - Janitorial
52104	Dawson Hardware Ltd	\$ 14.16	REC - Light Bulbs
52104	Dawson Hardware Ltd	\$ 8.20	REC - Repairs
52104	Dawson Hardware Ltd	\$ 49.42	REC - Janitorial
52104	Dawson Hardware Ltd	\$ 23.60	REC - Light Bulbs
52104	Dawson Hardware Ltd	\$ 9.91	PW - Pumphouse Supplies
52104	Dawson Hardware Ltd	\$ 11.70	ADM - Office Supplies
52104	Dawson Hardware Ltd	\$ 9.35	PW - Ziplock Bags
52104	Dawson Hardware Ltd	\$ 35.90	PW - Knee Pads
52104	Dawson Hardware Ltd	\$ 14.16	PW - Salt - Sidewalks
52104	Dawson Hardware Ltd	\$ 115.28	PW - Pumphouse Hydrants
52104	Dawson Hardware Ltd	\$ 7.17	PW - Shop Supplies
52104	Dawson Hardware Ltd	\$ 34.95	PW - Grinder Kit
52104	Dawson Hardware Ltd	\$ 3.49	PW - Building Maintenance
52104	Dawson Hardware Ltd	\$ 2.07	PW - Gloves for Pumphouse
52104	Dawson Hardware Ltd	\$ 22.67	PW - Ice Melt
52104	Dawson Hardware Ltd	\$ 50.06	PW - York St. Lift Station
52104	Dawson Hardware Ltd	\$ 6.60	PW - Dump Outhouse
52104	Dawson Hardware Ltd	\$ 12.29	ADM - Office Supplies
52104	Dawson Hardware Ltd	\$ 12.83	ADM - 8th Ave R&M
52104	Dawson Hardware Ltd	\$ 151.16	REC - Shelves
52104	Dawson Hardware Ltd	\$ 6.14	REC - Key
52104	Dawson Hardware Ltd	\$ 4.71	REC - Truck Repair
52104	Dawson Hardware Ltd	\$ 59.01	REC - Bulbs
52105	Ed Repair	\$ 26,355.00	PW - Garbage Collection
52106	Endurance Automotive	\$ 648.20	PW - Landfill Truck R&M
52107	Fed Ex	\$ 71.58	PS - Freight
52108	Finning (Canada) C3176	\$ 7,123.33	PW - Backhoe Repair
52109	Gerberding, Louis	\$ 100.00	PW - Curling Team Registration
52110	GMP Securities	\$ 713.04	ADM - RRSP Contributions
52111	Gold Rush Inn	\$ 333.90	PS - Travel Accomodation
52111	Gold Rush Inn	\$ 333.90	PS - Travel Accomodation

Cheque Num	Vendor Name	Purchases Amount	D Description 2
52111	Gold Rush Inn	\$ 500.85	REC - Travel Accomodation
52111	Gold Rush Inn	\$ 667.80	PS - Travel Accomodation
52112	Graf Enviro Services Inc.	\$ 1,680.00	PW - Dump Backhoe Transport
52113	Grenon Enterprises Ltd.	\$ 420.00	PW - Contracted Services
52113	Grenon Enterprises Ltd.	\$ 131.25	PW - Grenon - Steamer
52113	Grenon Enterprises Ltd.	\$ 131.25	PW - Grenon - Steamer
52113	Grenon Enterprises Ltd.	\$ 4,935.00	PW - Grenon Rd Maintenance
52113	Grenon Enterprises Ltd.	\$ 472.50	PW - Grenon Garbage Pushing
52113	Grenon Enterprises Ltd.	\$ 89.25	ADM - 8th Ave R&M
52113	Grenon Enterprises Ltd.	\$ 1,659.00	PW - Grenon Contracted Service
52113	Grenon Enterprises Ltd.	\$ 3,504.38	PW - Rd Maintenance
52113	Grenon Enterprises Ltd.	\$ 210.00	PW - Garbage Pushing
52113	Grenon Enterprises Ltd.	\$ 8,251.43	PW - Water Delivery
52113	Grenon Enterprises Ltd.	\$ 525.00	PW - Steamer 2cnd & 3rd
52113	Grenon Enterprises Ltd.	\$ 131.25	PW - Steamer 2cnd & 3rd Ave
52114	Hawkins, JP	\$ 1,630.00	REC - Contracted Services
52115	Heath Building Contracting	\$ 1,680.00	REC - Project Management
52116	High Country Inn	\$ 354.90	ADM - Travel Accomodation
52117	Huffman, Clarissa	\$ 40.95	PLANNING - Training
52117	Huffman, Clarissa	\$ 186.30	PLANNING - Travel - Meals
52118	Innovation, Science and Economic Development Canada	\$ 1,916.00	ADM - Communication Licence
52119	ivari	\$ 910.12	ADM - RRSP Contributions
52120	Jon T Schmidt Cost Consulting	\$ 630.00	REC - Estimate Foundation Upgr
52121	Kehoe, Jennifer	\$ 1,618.00	REC - Instructor Wages
52121	Kehoe, Jennifer	\$ 1,196.00	REC - Contracted Services
52122	Klondike Business Solutions	\$ 44.52	PW - Photocopier Read
52123	Klondike Visitor's Association	\$ 52.50	ADM - Membership
52124	Klondike (5) Productions Inc.	\$ 42.93	ADM - Credit Refund
52125	Kluane Freightlines Ltd	\$ 52.50	ADM - Freight
52125	Kluane Freightlines Ltd	\$ 71.54	ADM - Freight
52125	Kluane Freightlines Ltd	\$ 78.75	ADM - Freight
52125	Kluane Freightlines Ltd	\$ 98.44	PW - Nissan Rogue Tire Freight
52125	Kluane Freightlines Ltd	\$ 255.94	REC - Freight
52126	Kydd, Obrian	\$ 234.40	ADM - Travel Meals
52127	Lackowicz & Hoffman LLP	\$ 590.00	ADM - CDO Legal
52127	Lackowicz & Hoffman LLP	\$ 399.00	ADM - CDO Legal
52128	Lawson Lundell LLP	\$ 274.79	ADM - Legal
52128	Lawson Lundell LLP	\$ 243.60	ADM - Legal

Cheque Num	Vendor Name	Purchases Amount	D Description 2
52128	Lawson Lundell LLP	\$ 3,930.68	CABLE - Legal
52129	LeNeveu, Michelle	\$ 40.00	REC - Key FOB Refund
52130	Mackenzie Petroleum Ltd	\$ 175.00	REC - Zamboni Fuel
52131	Mahler, Elisabeth	\$ 40.00	REC - Key Deposit for Fitness
52132	Manulife Financial	\$ 787.06	ADM - RRSP Contributions
52133	Maximillian's Gold Rush Eporium	\$ 30.44	REC - Girl Power
52134	Maxxam Analytics	\$ 485.10	PW - Water Sampling
52135	Mic Mac Motors (Yukon) Limited	\$ 1,988.53	PS - Command Vehicle Purchase
52136	Newall, Ann	\$ 36.54	ADM - Credit Refund
52137	NGC Builders Ltd.	\$ 75,204.01	REC - Minto Construction
52138	North 60 Petro	\$ 4,435.35	PW - Building Fuel
52138	North 60 Petro	\$ 6,394.02	REC - Building Fuel
52138	North 60 Petro	\$ 641.46	ADM - Building Fuel
52138	North 60 Petro	\$ 274.91	PS - Building Fuel
52138	North 60 Petro	\$ 230.97	PW - Vehicle Fuel
52138	North 60 Petro	\$ 908.40	PW - Vehicle Fuel
52138	North 60 Petro	\$ 175.62	PW - Vehicle Fuel
52138	North 60 Petro	\$ 434.82	REC - Vehicle Fuel
52138	North 60 Petro	\$ 154.28	PS - Vehicle Fuel
52138	North 60 Petro	\$ 39.25	PS - Vehicle Fuel
52138	North 60 Petro	\$ 3,353.09	REC - Building Fuel
52138	North 60 Petro	\$ 11,175.84	PW - Building Fuel
52138	North 60 Petro	\$ 592.65	ADM - Building Fuel
52138	North 60 Petro	\$ 2,453.79	PW - Building Fuel
52138	North 60 Petro	\$ 1,304.94	REC - Building Heat
52138	North 60 Petro	\$ 23,043.77	REC - Building Fuel
52138	North 60 Petro	\$ 2,654.10	ADM - Building Fuel
52138	North 60 Petro	\$ 1,137.47	PS - Building Fuel
52138	North 60 Petro	\$ 447.17	PW - Building Fuel
52138	North 60 Petro	\$ 648.19	REC - Building Fuel
52138	North 60 Petro	\$ 32.70	PW - Vehicle Fuel
52138	North 60 Petro	\$ 1,270.15	PW - Vehicle Fuel
52138	North 60 Petro	\$ 301.19	PW - Vehicle Fuel
52138	North 60 Petro	\$ 227.35	REC - Vehicle Fuel
52138	North 60 Petro	\$ 209.35	PS - Vehicle Fuel
52138	North 60 Petro	\$ 84.83	PW - Vehicle Fuel
52138	North 60 Petro	\$ 16.94	REC - Vehicle Fuel
52138	North 60 Petro	\$ 39.81	PS - Vehicle Fuel

Cheque Num	Vendor Name	Purchases Amount	D Description 2
52138	North 60 Petro	\$ 41.78	PW - Vehicle Fuel
52138	North 60 Petro	\$ 65.32	PS - Vehicle Fuel
52138	North 60 Petro	\$ 62.69	PW - Vehicle Fuel
52138	North 60 Petro	\$ 69.07	PS - Vehicle Fuel
52139	Northern Industrial Sales	\$ 443.98	REC - Janitorial
52139	Northern Industrial Sales	\$ 45.79	PW - Supplies
52139	Northern Industrial Sales	\$ 28.89	PS - Operating Supplies
52139	Northern Industrial Sales	\$ 3.10	REC - Plug for Airline
52139	Northern Industrial Sales	\$ 236.49	REC - Janitorial - WF
52139	Northern Industrial Sales	\$ 42.21	PW - Safety Gear
52139	Northern Industrial Sales	\$ 213.11	PW - Shop Supplies
52139	Northern Industrial Sales	\$ 76.02	PW - Pumphouse Supplies
52139	Northern Industrial Sales	\$ 13.52	ADM - 8th Ave R&M
52140	Northern Superior Mechanical	\$ 13.30	PW - Office Supplies
52140	Northern Superior Mechanical	\$ 76.27	PW - Landfill Backhoe
52140	Northern Superior Mechanical	\$ 36.81	PW - Landfill Backhoe
52140	Northern Superior Mechanical	\$ 9.25	PW - Shop Supplies
52140	Northern Superior Mechanical	\$ 64.28	PW - Backhoe Repair
52141	Northwestel Inc	\$ 824.56	ADM - Telephone and Fax
52141	Northwestel Inc	\$ 1,046.32	PS - Telephone and Fax
52141	Northwestel Inc	\$ 262.88	CABLE - Telephone and Fax
52141	Northwestel Inc	\$ 741.94	PW - Telephone and Fax
52141	Northwestel Inc	\$ 199.37	PW - Telephone and Fax
52141	Northwestel Inc	\$ 454.20	REC - Telephone and Fax
52141	Northwestel Inc	\$ 115.45	Custom Ice - Telephone and Fax
52142	Pacific Tier Solutions Inc.- Book King Sol.	\$ 1,545.08	REC - Software
52143	Pop Stop Etc.	\$ 68.00	ADM - Office Supplies
52144	Quadrus Investment Services	\$ 1,019.68	ADM - RRSP Contributions
52145	Scotia Securities	\$ 2,913.98	ADM - RRSP Contributions
52146	Selassie, Marta	\$ 362.75	REC - Travel Meals
52147	Smith, Colleen	\$ 700.00	ADM - HOG
52148	Smith, Christine	\$ 11,525.00	ADM - Professional Fees
52149	Soliguen, Sheila	\$ 92.93	ADM - Credit Refund
52150	Stantec Architecture Ltd.	\$ 15,731.58	CDO - Professional Fees
52151	Staples #251 Whitehorse	\$ 345.82	ADM - Office Supplies
52151	Staples #251 Whitehorse	\$ 10.16	PW - Office Supplies
52151	Staples #251 Whitehorse	\$ 394.47	REC - Office Supplies
52151	Staples #251 Whitehorse	\$ 1,264.89	ADM - Office Supplies

<b>Cheque Num</b>	<b>Vendor Name</b>	<b>Purchases Amount</b>	<b>D Description 2</b>
52151	Staples #251 Whitehorse	\$ 47.21	PW - Office Supplies
52151	Staples #251 Whitehorse	\$ 184.96	REC - Office Supplies
52152	Superior Propane Inc	\$ 190.32	REC - Equipment Fuel
52152	Superior Propane Inc	\$ 791.65	ADM - To be Invoiced Kitchen
52152	Superior Propane Inc	\$ 200.87	REC - Equipment Fuel
52152	Superior Propane Inc	\$ 655.93	ADM - To be Invoiced Kitchen
52153	Suttis, Jennifer	\$ 496.00	REC - Contracted Services
52154	Tangerine	\$ 1,565.20	ADM - RRSP Contributions
52155	The Greenhouse at Cliffside	\$ 1,097.37	REC - Seedy Saturday
52156	Three Guys A Girl And A Trailer Contr.	\$ 94.50	ADM - Credit Refund
52157	Total North Communications Ltd	\$ 179.02	ADM - Telephone & Fax
52157	Total North Communications Ltd	\$ 34.65	CABLE - Telephone & Fax
52157	Total North Communications Ltd	\$ 69.30	PS - Telephone & Fax
52157	Total North Communications Ltd	\$ 144.38	PW - Telephone & Fax
52157	Total North Communications Ltd	\$ 150.15	REC - Telephone & Fax
52158	Trinus Technologies Inc.	\$ 52.50	ADM - Network Support
52158	Trinus Technologies Inc.	\$ 456.75	ADM - Network Support
52158	Trinus Technologies Inc.	\$ 76.13	PW - Trinus
52158	Trinus Technologies Inc.	\$ 1,212.12	ADM - Network Support
52158	Trinus Technologies Inc.	\$ 38.06	ADM - Network Support
52159	Tr'ondek Hwech'in	\$ 250.00	REC - Canada Day 2017
52159	Tr'ondek Hwech'in	\$ 500.00	REC - Grant
52160	WSP Canada Inc	\$ 1,401.75	REC - Structural Engineer Serv
52161	Yukon Energy Corporation	\$ 134.36	ADM - Electrical
52161	Yukon Energy Corporation	\$ 94.43	ADM - Electrical
52161	Yukon Energy Corporation	\$ 812.08	ADM - Electrical
52161	Yukon Energy Corporation	\$ 629.64	PW - Electrical
52161	Yukon Energy Corporation	\$ 85.07	PW - Electrical
52161	Yukon Energy Corporation	\$ 8,111.40	PW - Electrical
52161	Yukon Energy Corporation	\$ 2,145.39	PW - Electrical
52161	Yukon Energy Corporation	\$ 1,240.86	CABLE - Electrical
52161	Yukon Energy Corporation	\$ 396.46	PS - Electrical
52161	Yukon Energy Corporation	\$ 556.30	REC - - Electrical
52161	Yukon Energy Corporation	\$ 9,863.64	REC - - Electrical
52161	Yukon Energy Corporation	\$ 275.51	REC - - Electrical
52161	Yukon Energy Corporation	\$ 305.46	REC - - Electrical
52161	Yukon Energy Corporation	\$ 485.23	REC - - Electrical
52161	Yukon Energy Corporation	\$ 2,597.97	PW - Street Lights

<b>Cheque Num</b>	<b>Vendor Name</b>	<b>Purchases Amount</b>	<b>D Description 2</b>
52162	Yukon Inn	\$ 228.90	ADM - Travel Accomodation
52163	Yukon Government Energy, Mines & Resources	\$ 1.05	ADM - Land Lease
52163	Yukon Government Energy, Mines & Resources	\$ 105.00	PS - Communications Lease
52164	Yukon Government - Community Services	\$ 35,255.54	ADM - Roll Assessment Fees
52165	Zroback, Jesse	\$ 40.00	REC - KEY FOB REFUND
CASH	Sun Life Financial	\$ 13,109.23	ADM - Group Insurance Payable
CASH	Ceridian	\$ 34.56	
CASH	Ceridian	\$ 21,246.05	
CASH	Ceridian	\$ 87.79	ADM - PP05 Union 2018
CASH	Ceridian	\$ 65,265.68	ADM - PP05 Union 2018
CASH	CIBC Group Investment Services	\$ 8,770.36	ADM - RRSP Contributions
CASH	Canadian Cable System Alliance	\$ 8,153.81	CABLE - T.V. Stations Transmis

Cheque Number	Vendor Name	Purchases Amount	D Description 2
52166	536167 Yukon Inc DBA Grumpy Schnitzel	\$ 278.25	REC - Programming Supplies
52167	Air North	\$ 94.24	PW - Freight
52167	Air North	\$ 75.34	PW - Freight
52167	Air North	\$ 100.54	PW - Freight
52167	Air North	\$ 94.24	PW - Freight
52167	Air North	\$ 94.24	PW - Freight
52168	Assante In Trust	\$ 1,184.64	ADM - RRSP Contributions
52169	Biernaskie, Kim	\$ 362.75	PW - Travel - Meals
52170	Brown, James	\$ 40.00	REC - Fob Return
52171	Brunner, Charles	\$ 165.69	M&C - Hospitality
52171	Brunner, Charles	\$ 27.55	ADM - Postage
52172	Canada Revenue Agency	\$ 9,894.20	ADM - GST Payable
52173	Cerovic, Tanya	\$ 40.00	REC - Fob Return
52174	Dave's Trophy Express	\$ 138.55	M&C - Hospitality
52175	Dawson City General Store	\$ 40.57	REC - Coffee
52175	Dawson City General Store	\$ 86.88	REC - Snacks
52175	Dawson City General Store	\$ 49.05	REC - Snacks
52175	Dawson City General Store	\$ 64.05	REC - Snacks
52175	Dawson City General Store	\$ 35.91	REC - Snacks
52175	Dawson City General Store	\$ 76.39	REC - Snacks
52175	Dawson City General Store	\$ 44.30	REC - Snacks
52175	Dawson City General Store	\$ 75.01	REC - Snacks
52175	Dawson City General Store	\$ 66.22	REC - Snacks
52175	Dawson City General Store	\$ 9.99	ADM - Office Supplies
52175	Dawson City General Store	\$ 22.13	ADM - Office Supplies
52175	Dawson City General Store	\$ 104.66	ADM - Office Supplies
52176	Diamond Municipal Solutions	\$ 448.88	ADM - Training
52177	Gerberding, Louis	\$ 221.21	ADM - Health Benefits Charged
52178	GMP Securities	\$ 713.04	ADM - RRSP Contributions
52179	Gold Rush Inn	\$ 137.76	PS - New Command Vehicle
52180	Grenon Enterprises Ltd.	\$ 157.50	PW - Contract Services Quigley
52180	Grenon Enterprises Ltd.	\$ 7,165.00	PW - Contracted Service Water
52180	Grenon Enterprises Ltd.	\$ 2,249.63	PW - Contracted Services Roads
52180	Grenon Enterprises Ltd.	\$ 157.50	PW - Contract Services Septic
52180	Grenon Enterprises Ltd.	\$ 2,422.88	PW - Contract Services Roads
52181	Grenon, Elizabeth	\$ 1,550.74	PS - BYLAW - Travel Accom&Meal
52182	Hach Sales & Service Canada LP	\$ 581.70	PW - Chemicals
52183	Heath Building Contracting	\$ 682.50	REC - PM - AMFRC

Cheque Number	Vendor Name	Purchases Amount	D Description 2
52184	High Country Inn	\$ 312.90	PW - Conference Accomodation
52185	Huffman, Clarissa	\$ 353.54	CDO - Travel Transportation
52185	Huffman, Clarissa	\$ 299.24	CDO - Travel Accom. & Meals
52185	Huffman, Clarissa	\$ 1,027.70	CDO - Travel Transportation
52186	Humane Society	\$ 3,650.00	PS - BYLAW - Contract Services
52187	ivari	\$ 910.12	ADM - RRSP Contributions
52188	Jacobs Industries Ltd	\$ 585.90	PW - Operating Supplies
52189	Johnson, Stephen	\$ 1,259.86	M&C - Travel Transportation
52189	Johnson, Stephen	\$ 971.75	M&C - Conference Fees
52190	Klondike Sun Newspaper	\$ 582.75	ADM - Advertising
52190	Klondike Sun Newspaper	\$ 582.75	ADM - Advertising
52190	Klondike Sun Newspaper	\$ 168.00	ADM - Advertising
52190	Klondike Sun Newspaper	\$ 582.75	ADM - Advertising
52191	Kluane Freightlines Ltd	\$ 31.07	ADM - Freight
52191	Kluane Freightlines Ltd	\$ 184.41	ADM - Freight
52191	Kluane Freightlines Ltd	\$ 31.07	ADM - Freight
52191	Kluane Freightlines Ltd	\$ 31.07	ADM - Freight
52191	Kluane Freightlines Ltd	\$ 31.07	ADM - Freight
52191	Kluane Freightlines Ltd	\$ 45.60	PW - Freight
52191	Kluane Freightlines Ltd	\$ 31.07	PW - Freight
52191	Kluane Freightlines Ltd	\$ 31.07	REC - Freight
52191	Kluane Freightlines Ltd	\$ 225.13	REC - Freight
52191	Kluane Freightlines Ltd	\$ 52.50	ADM - Freight
52192	Lackowicz & Hoffman LLP	\$ 2,115.75	ADM - Legal
52192	Lackowicz & Hoffman LLP	\$ 257.25	ADM - Legal
52193	Larose, Stephan	\$ 40.00	REC - Fob Return
52194	Lawson Lundell LLP	\$ 456.75	ADM - Legal
52194	Lawson Lundell LLP	\$ 2,161.43	CABLE - Professional Fees
52195	MacArthur, Kyla	\$ 381.90	M&C - Travel Transportation
52195	MacArthur, Kyla	\$ 262.71	M&C - Travel Accom. & Meals
52196	MacAdam, Cara	\$ 525.00	REC - R17.06.07
52197	Machell, Eric	\$ 648.56	PW - Travel Transportation
52197	Machell, Eric	\$ 362.75	PW - Travel Accom. & Meals
52198	Manulife Financial	\$ 813.98	ADM - RRSP Contributions
52199	Maximillian's Gold Rush Eporium	\$ 31.92	REC - Program Supplies
52200	Maxxam Analytics	\$ 164.85	PW - Water Sampling
52201	NGC Builders Ltd.	\$ 44,348.82	REC - Minto Concession
52202	North 60 Petro	\$ 38.09	PW - Vehicle Fuel

Cheque Number	Vendor Name	Purchases Amount	D Description 2
52202	North 60 Petro	\$ 40.56	REC - Vehicle Fuel
52202	North 60 Petro	\$ 34.43	PW - Vehicle Fuel
52202	North 60 Petro	\$ 151.17	PW - Vehicle Fuel
52202	North 60 Petro	\$ 35.68	PS - Heavy Equipment Fuel
52202	North 60 Petro	\$ 368.50	PW - Vehicle Fuel
52202	North 60 Petro	\$ 211.23	PW - Vehicle Fuel
52202	North 60 Petro	\$ 175.07	PW - Heavy Equipment Fuel
52202	North 60 Petro	\$ 5,223.48	PW - Building Heating
52202	North 60 Petro	\$ 4,704.99	REC - Building Heating
52202	North 60 Petro	\$ 6,173.69	REC - Building Heating
52202	North 60 Petro	\$ 752.68	ADM - Building Heating
52202	North 60 Petro	\$ 322.58	PS - Building Heating
52203	Northern Industrial Sales	\$ 470.90	REC - Janitorial
52204	Northern Superior Mechanical	\$ 30.42	PS - Heavy Equipment R&M
52204	Northern Superior Mechanical	\$ 32.55	PW - Operating Supplies
52204	Northern Superior Mechanical	\$ 628.79	PW - Heavy Equipment R&M
52204	Northern Superior Mechanical	\$ 226.83	PW - Heavy Equipment R&M
52204	Northern Superior Mechanical	\$ 54.40	PW - Heavy Equipment R&M
52205	Northwestel Inc	\$ 815.91	ADM - Telephone & Fax
52205	Northwestel Inc	\$ 1,052.76	PS - Telephone & Fax
52205	Northwestel Inc	\$ 266.10	CABLE - Telephone & Fax
52205	Northwestel Inc	\$ 755.91	PW - Telephone & Fax
52205	Northwestel Inc	\$ 199.37	PW - Telephone & Fax
52205	Northwestel Inc	\$ 467.63	REC - Telephone & Fax
52205	Northwestel Inc	\$ 115.45	Custom Ice - Telephone & Fax
52206	Pace Chemicals Ltd.	\$ 772.03	PW - Steamer Chemicals
52207	Pitney Bowes	\$ 321.27	ADM - Postage
52208	Pop Stop Etc.	\$ 68.00	ADM - Office Supplies
52209	Priority SS	\$ 10,269.00	REC - Contracted Services
52209	Priority SS	\$ 51,345.00	REC - Contracted Services
52210	Public Service Alliance of Canada	\$ 1,873.32	ADM - Union Dues
52210	Public Service Alliance of Canada	\$ 1,872.93	ADM - Union Dues
52211	Quadrus Investment Services	\$ 1,019.68	ADM - RRSP Contributions
52212	Raven's Nook	\$ 325.50	PW - PPE
52213	A Ray of Sunshine	\$ 2.63	PW - Office Supplies
52214	Royal Bank - Whitehorse Branch	\$ 102.18	ADM - RRSP Contributions
52215	Savtchenko, Aleesa	\$ 40.00	Fob Return
52216	Scotia Securities	\$ 2,879.76	ADM - RRSP Contributions

Cheque Number	Vendor Name	Purchases Amount	D Description 2
52217	Spriggs Financial Services	\$ 2,080.00	ADM - Professional Fees
52218	Stantec Architecture Ltd.	\$ 1,879.34	CDO - OCP Planning Project
52219	Staples #251 Whitehorse	\$ 703.53	ADM - Office Supplies
52220	Superior Propane Inc	\$ 760.62	ADM - To Be Invoiced Kitchen
52221	Tetra Tech Canada Inc.	\$ 5,250.00	PW - Professional Fees
52221	Tetra Tech Canada Inc.	\$ 73.46	PW - Sampling/Testing
52221	Tetra Tech Canada Inc.	\$ 1,767.15	PW - Professional Fees
52222	Total North Communications Ltd	\$ 519.75	ADM - Communication Equipment
52222	Total North Communications Ltd	\$ 519.75	ADM - Communication Equipment
52223	Tr'ondek Hwech'in	\$ 1,000.00	REC - R18.01.03
52224	Walker, Barbara	\$ 5,446.88	ADM - Professional Fees
52224	Walker, Barbara	\$ 441.75	ADM - Travel Meals
52224	Walker, Barbara	\$ 6,726.56	ADM - Professional Fees
52225	Yukon College	\$ 157.50	ADM - Training
52225	Yukon College	\$ 375.00	PW - Training
52225	Yukon College	\$ 2,100.00	PW - Training
52226	Yukon Energy Corporation	\$ 96.04	ADM - Electrical
52226	Yukon Energy Corporation	\$ 79.99	ADM - Electrical
52226	Yukon Energy Corporation	\$ 874.64	ADM - Electrical
52226	Yukon Energy Corporation	\$ 675.19	PW - Electrical
52226	Yukon Energy Corporation	\$ 82.34	PW - Electrical
52226	Yukon Energy Corporation	\$ 8,607.52	PW - Electrical
52226	Yukon Energy Corporation	\$ 2,150.35	PW - Electrical
52226	Yukon Energy Corporation	\$ 1,479.55	CABLE - Electrical
52226	Yukon Energy Corporation	\$ 423.27	PS - Electrical
52226	Yukon Energy Corporation	\$ 520.62	REC - Electrical
52226	Yukon Energy Corporation	\$ 10,444.25	REC - Electrical
52226	Yukon Energy Corporation	\$ 334.92	REC - Electrical
52226	Yukon Energy Corporation	\$ 338.80	REC - Electrical
52226	Yukon Energy Corporation	\$ 2,641.99	REC - Electrical
52227	Yukon Pump Ltd.	\$ 165.85	ADM - Office Supplies
52227	Yukon Pump Ltd.	\$ 165.86	PW - Muster Sign
52227	Yukon Pump Ltd.	\$ 165.86	REC - - Muster Sign
52227	Yukon Pump Ltd.	\$ 165.86	REC - Muster Sign
52227	Yukon Pump Ltd.	\$ 165.86	REC - Muster Sign
52227	Yukon Pump Ltd.	\$ 165.86	PW - Muster Sign
52227	Yukon Pump Ltd.	\$ 165.86	CABLE - T.V. Stations Transmis
CASH	Canadian Cable System Alliance	\$ 8,153.81	
CASH	Ceridian	\$ 87.79	ADM - PP06 Union 2018

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<b>Cheque Number</b>	<b>Vendor Name</b>	<b>Purchases Amount</b>	<b>D Description 2</b>
CASH	Ceridian	\$ 61,607.54	ADM - PP06 Union 2018
CASH	Ceridian	\$ 40.49	
CASH	Ceridian	\$ 51,965.05	
PMT0015811	CIBC Group Investment Services	\$ 8,964.84	ADM - RRSP Contributions

# THE CITY OF DAWSON

## Request for Decision



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**TO:** Mayor and Council  
**FROM:** Louis Gerberding, Superintendent of Public Works  
**DATE:** March 26, 2018  
**SUBJECT:** **Project Prioritization System / City of Dawson Infrastructure Priorities  
March 26, 2018 to be shared with YG**

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### RECOMMENDATION

That Council provide feedback on and endorsement of:

- Appendix A – Project Prioritization Criteria that administration has developed.
- Appendix B - City of Dawson Infrastructure Priorities List March 26, 2018 to be shared with YG

### PURPOSE

To develop a system of prioritizing the City of Dawson's projects across all departments to ensure that we continue to be able to provide our citizens with reliable and sustainable services while optimizing the use of our capital, territorial and federal infrastructure funds.

### BACKGROUND

On February 19, 2018 Council was presented with a Request for Decision document seeking feedback on the project prioritization system that administration had developed and the City of Dawson infrastructure Priorities List to be shared with YG. Please refer to the Feb 19<sup>th</sup> Committee of the Whole package for more information.

The feedback on the project prioritization system that was received from Council at that time was as follows:

- Add recreation to the essential services criteria
- At least double the weight of the criteria "Is it a Council Priority?"
- Increase the weight of certain criteria in the Community section

### CURRENT STATUS

Administration has now incorporated the feedback from Council and updated the scores of the projects that have been run through the prioritization system. Please refer to Appendix A - Project Prioritization Criteria Template for more information.

Administration has also updated the City of Dawson Infrastructure Priorities List to be shared with YG. Please refer to Appendix B – City of Dawson Infrastructure Priorities List March 26, 2018 to be shared with YG for more information.

## CONSIDERATIONS / DISCUSSION

Administration included recreation in the essential services criteria. However, it was felt that we still needed a method of differentiating very essential services from lesser essential services. The weighting in the essential services reflects this change.

Administration more than doubled the potential weight of the Council priority criteria. However, the scoring now works on a sliding scale, giving more weight to higher Council priorities and less weight to lesser priorities. If a project made the Council priorities list, it received a baseline score of 50 points.

Administration increased the weights of the following criteria in the Communities section to 25 points:

- Does it add socio-economic value to the City of Dawson?
- Does it support growth and sustainable development of the community?
- How many people will it impact?

Administration also added a new criteria: “How quickly does this project NEED to get done?” This was added to better reflect the immediate need for one project above a project that could afford to wait.

The project prioritization system as well as our infrastructure priorities list will always be living documents, subject to change as we realign our priorities and reassess our needs. As new projects come up or conditions change that could affect a listed project's score, administration will meet again and evaluate and reevaluate projects as needed.

## IMPLICATIONS

**General:** Having a system to properly prioritize our projects will ensure that we continue to be able to provide our citizens with reliable and sustainable services while optimizing the use of our capital, territorial and federal infrastructure funds.

**Financial:** The project priorities system will inform capital planning and spending going forward, ensuring that the City of Dawson's gas tax and reserve funds will be spent responsibly.

**Follow up Action:** Upon receiving feedback from Council on the project prioritization system and the City of Dawson Infrastructure Priorities List March 26, 2018 to be shared with YG, administration will update the project prioritization system and share our infrastructure priorities list with YG in the hopes that they continue to assist with our infrastructure needs going forward.

**Communication:** Council will continue to be consulted when new projects need to be analyzed with the project prioritization system and our infrastructure priorities lists need to be updated.

## **ALIGNMENT TO OFFICIAL COMMUNITY PLAN & MUNICIPAL PRIORITIES**

### **Official Community Plan:**

#### 1.3 Guiding Principles

##### Triple Bottom Line

- Municipal initiatives shall be pursued to balance long-term social, economic and environmental benefits and costs to the community.

#### 3.1 Municipal Finance

##### Long-term goal:

- Enhance the financial sustainability of the municipality over the long-term.

### **Municipal Priorities:**

Refer to Appendix C: 2018 Council Pressures Priorities for more information on projects that Council would like to get done in 2018.

## **OPTIONS**

Option 1 – Council accept and endorse the project prioritization system and the City of Dawson Infrastructure Priorities List March 26, 2018 to be shared with YG as presented.

Option 2 – Council provide feedback on any changes to the project prioritization system and the City of Dawson Infrastructure Priorities List March 26, 2018 to be shared with YG.

## **APPENDICES / SCHEDULES**

Appendix A - Project Prioritization Criteria Template

Appendix B – City of Dawson Infrastructure Priorities List March 26, 2018 to be shared with  
YG

Appendix C: 2018 Council Pressures Priorities

<b>APPROVAL &amp; CAO COMMENTS</b>
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Cory Bellmore, CAO

Date:

# PROJECT PRIORITIZATION CRITERIA

PROJECT NAME:

DESCRIPTION:

ANTICIPATED TIMELINE:

CAPITAL BUDGET ESTIMATE:

FUNDING SOURCE:

Rating	Selection Criteria	Score
<b>Operations</b>		
60	Does it support an essential service? <i>Examples: water, sewer, emergency preparedness = 60 points</i> <i>waste, roads, drainage, recreation = 40 points</i> <i>food security, land development = 20 points</i>	
10	Does it increase City of Dawson's capacity to provide services?	
10	Does it impact operational effectiveness and efficiency? <i>Lean Management</i> <i>service quality</i> <i>Speed</i>	
25	Is it in your departmental plan? <i>Performace plan?</i> <i>capital strategy development last year's budget?</i>	
5	Do you have a cost benefit analysis or feasibility study report?	
15	Is the life of the asset long or short? <i>&gt;20yrs?</i>	
30	How quickly does this project NEED to get done? <i>0-2 yr = 30</i> <i>2-5 yr = 20</i> <i>5-10 yr = 10</i>	
5	Does it have an implementation plan, communications plan, change management management plan? <i>Solicited Quote?</i>	
5	Does it fit in the City of Dawson Asset Management plan? <i>equipment replacement</i>	
5	Is it SMART? <i>specific</i> <i>measurable</i> <i>achievable</i> <i>realistic</i> <i>timely</i>	
5		
5		
5		
5		
155	<b>Total</b>	<b>0</b>

## Financial

75	What is the overall impact to City of Dawson O&M Finances? <i>\$0-2k = 75 points</i> <i>\$2-5k = 60 points</i> <i>\$5-15k = 45 points</i> <i>\$15-25k = 30 points</i> <i>\$25-50k = 15 points</i> <i>\$50k+ = 0 points</i>	
15	What is the overall financial impact to the citizens of Dawson?	
90	<b>Total</b>	<b>0</b>

Rating	Selection Criteria	Score
<b>Municipal</b>		
150	Is it a Council Priority? baseline 50 point if on Council's top 20 list +5 points progressively starting from #20 to #1	
30	Does it align with the OCP? Is it a Bylaw?	
180	<b>Total</b>	<b>0</b>

## Environmental

25	Is it "green"? <i>Adaptation of Climate Change</i> <i>low carbon</i> <i>low energy</i> <i>hazardous waste use</i> <i>waste</i>	
25	<b>Total</b>	<b>0</b>

## Community

25	Does it add socio-economic value to City of Dawson?	
25	Does it support growth and sustainable development of the community?	
50	Does it have to do with keeping public/staff safe? <i>Examples: Occupational Health &amp; Safety</i> <i>Environmental Health &amp; Safety</i> <i>Regulations</i>	
25	Does it improve quality of life?	
25	Is it an expressed need or supported by the community?	
25	How many people will it impact? <i>User group = 10 points</i> <i>Entire Community = 25 points</i>	
175	<b>Total</b>	<b>0</b>

155	25%	Operations	0
90	14%	Financial	0
180	29%	Municipal	0
25	4%	Environmental	0
175	28%	Community	0
625	100%	<b>TOTAL</b>	<b>0</b>

**City of Dawson  
Infrastructure Priorities  
March 26, 2018**

Project Number	Department	Project Name	Description	Anticipated Timeline	Budget Estimate	Funding Source
<b>YG Committed Projects</b>						
1	Water & Sewer	Phase 1 - Water Treatment Plant	Replace existing Water Treatment Plant	Completion 2020	\$13M-\$15M	YG Contribution Agreement
2	Water & Sewer	Phase 2 - Water Treatment Plant	Demolish existing pumphouse, Build new reservoirs and demolish existing reservoirs	Commencement 2020	\$4M	YG Contribution Agreement
3	Water & Sewer	Phase 1 - Fifth Avenue Sewer Replacement	Replace sewer between King & Princess Streets	Commence and Complete 2018	\$1,604,000	YG Contribution Agreement
4	Water & Sewer	Phase 2 -Fifth Avenue Sewer Replacement	Continuation of Project 3. From Princess Street to Harper. Also include replacement of water mains	Commence and Complete 2018	TBD	YG Contribution Agreement
5	Water & Sewer	Klondike Valley Pump Station Upgrades	Upgrade sewer service in the Klondike Valley specifically to the force main and lift stations	Commence and Complete 2018	\$650,000	YG Contribution Agreement
6	Water & Sewer	Phase 1 - Craig Street High Tower & Sewer Replacement	Replace sewer along Craig Street from High Tower to 5th ave.	Commence and Complete 2018	TBD	YG Contribution Agreement
7	Water & Sewer	Phase 2 - Craig Street High Tower	Replace existing high tower which is unsafe and reaching the end of its servicable life	Commence and Complete 2019	\$555,000	YG Contribution Agreement
8	Water & Sewer	Phase 1 - Front and Turner Sewer & Water Upgrades	Replace the gravity sewer mains and water mains on Front Street. Install twin raw water lines from wells to Water Treatment Plant.	Commence and Complete 2018	\$3,738,000 / split with project 9	YG Contribution Agreement
9	Water & Sewer	Phase 2 - Front and Turner Sewer & Water Upgrades	Replace the gravity sewer mains and water mains on Turner Street from Front to 5th.	Commence and Complete 2019	\$3,738,000 / split with project 8	YG Contribution Agreement
10	Water & Sewer	Fifth ave sewer replacement - Craig to Harper	Continuation of projects 3 and 4. Replacing sewer water mains along 5th Ave between Harper St. and WWTP. Replacing sewer main along 5th Ave between WWTP and Craig St.	Commence and Complete 2019	\$5,650,000 / split with project 11	YG Contribution Agreement
11	Water & Sewer	3rd Ave King to Albert Sewer Replacement	Replacing sewer main along 3rd Ave between King and Albert	Commence and Complete 2019	\$5,650,000 / split with project 10	YG Contribution Agreement
12	Water & Sewer	York Street Lift Station Replacement	Replace York Street lift station and demolish existing lift station	Commence 2018/ Complete March 2019	\$3,550,000	YG Contribution Agreement
<b>City of Dawson Infrastructure Priorities Beyond Committed Projects</b>						
13	Recreation	Building New Rec Centre	To build a new recreation centre, replacing the current facility with all of its problems	TBD	TBD	TBD
14	Waste Management	Future Landfill Planning	To identify potential replacement site for existing landfill or assess feasibility of expanding existing landfill	TBD	TBD	TBD
15	Water & Sewer	6th Ave. Sewer Replacement, Firth to Turner	As per 2016 CCTV survey	TBD	TBD	TBD
16	Water & Sewer	4th Ave. Sewer Replacement D3-351 to Queen St.	As per 2016 CCTV survey	TBD	TBD	TBD
17	Water & Sewer	Ongoing Sewer CCTV Program	Drainage Basins 1 + 2	ongoing	\$50,000/year	TBD
18	Land Development	EMR Slinky Subdivision Development	Plan and develop a subdivision on the existing Slinky mine site	Feasibility Analysis currently in progress.	TBD	TBD
19	Waste Management	Recycling Depot & Diversion Centre	To develop a recycling depot/diversion centre in Callison Industrial Subdivision	Commence design work in 2018	TBD	TBD
20	Water & Sewer	Storm Drainage Flood Gates	To install flood gates on all storm drainage mains.	TBD	TBD	TBD
21	Protective Services	Convert Fire Training Facility to Propane	Convert training facility in calison to propane	2019	\$220,000	TBD
22	Water & Sewer	King St. Forcemain & Sewer Replacement	After completion of sewer replacement along 5th Ave and York St. lift station replacement, investigate the adequacy of the forcemain. Sewer is bad on King	TBD	TBD	TBD
23	Protective Services / Public Works	Replace Coms Building / Tower	To replace the communication tower that is currently unsafe to climb, allowing proper servicing of critical equipment on the tower	2018	\$175,000	TBD
24	Waste Management	Purchase Quigley Garbage Compactor	To start compacting waste at the landfill, prolonging its life	TBD	TBD	TBD
25	Protective Services	Emergency Generator Install	To install back-up power generator at COD Admin building for EMO.	2018	\$125,000	TBD
26	Protective Services	Upgrade Fire Dispatch Centre	IT and Ergonomic upgrades	2019	\$75,000	TBD
27	Land Development	North End Development	Plan and develop a subdivision in the north end of Dawson	Further planning in 2018, Completion in 2020	TBD	YG contribution agreement
28	Water & Sewer	Relocate Turner St. Emergency Outfall	Relocate Turner Street emergency sewer outfall downstream of wells. Assessing feasibility of relocation to Church Street.	2019 or 2020	TBD	TBD
29	Land Development	Industrial Lot Development	To identify location and develop industrial lots as there are currently none in inventory	Feasibility Analysis currently in progress.	TBD	TBD
30	Water & Sewer	Upsize Loop 4 Water Main	Up size the water main on 6th avenue from York to Church Street and on Church from 6th to 5th. Look at replacing sewer at same time.	TBD	TBD	TBD
31	Water & Sewer	Sewer Model Development	recirc vs. bleeding	TBD	TBD	TBD
32	Water & Sewer	Water Metering Program	Install water meters to facilitate billing.	TBD	TBD	TBD
33	Water & Sewer	Klondike Valley Lift Station Upgrade Monitoring	has the issue been resolved or are other means of mitigation required?	upon completion of lift station upgrades	TBD	TBD
34	Land Development	Secure Gravel Source	To identify and secure local source of gravel	TBD	TBD	TBD
35	Administration	CBC Bank Upgrades, Phase 1 - Stabilization	Continuation of hazardous materials removal, roof repair and stabilization of building	2018	\$400,000	YG contribution agreement / Parks
36	Recreation	Pool Flooring	Replace failed flooring	2018	\$200,000	TBD



# THE CITY OF DAWSON

## Request for Decision

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**TO:** Mayor and Council  
**FROM:** Clarissa Huffman, Community Development & Planning Officer (CDO)  
**DATE:** 19 February, 2018  
**SUBJECT:** 99-15 Road Consolidation and Renaming

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### RECOMMENDATION

It is respectfully recommended that Council:

1. Provide subdivision authorization to consolidate a portion of Lot 1072 Quad 116 B/03 with 99-15 Road for the purposes of safe access and maintenance.
2. Amend the Civic Addressing By-Law (15-01) to rename 99-15 Road to North Prospector Road.

### PURPOSE

To resolve an outstanding road maintenance discrepancy on 99-15 Road (off Prospector Road).

### BACKGROUND

A 1995 Order in Council transferred control of all roads in the municipality to the City of Dawson, with the exception of Klondike Highway and Top of the World Highway. Therefore, the City is responsible for the operation and maintenance of these roads. 99-15 Road is unique in that it does not meet the typical road dimension standards of the City of Dawson for road maintenance such as winter plowing.

A resident approached the City of Dawson administration and requested that this be remedied. The resident was willing to transfer a portion of land adjacent to the existing road to the ownership of the City to enable the appropriate equipment to safely maintain and plow the road.

Additionally, renaming the road was requested due to the confusion caused by having an unnamed road as a physical address.

## CURRENT STATUS

99-15 Road does not have the dimensions typically expected of City of Dawson roads for safe operation of maintenance equipment. The road also does not have a formal name in the City's civic addressing system, resulting in confusion for residents as well as for emergency access.

This application was forwarded on to the Heritage Advisory Committee for comment at the request of Council at Committee of the Whole on March 26, 2018. Two comments were received back; one which had no objection, and one which gave reason for preferring public consultation:

"The naming of roads, whether high profile or not, has always been a significant and potentially contentious event in the history of Dawson. The first road names were assigned by William Ogilvie, a government representative from Ottawa. Preserved today, they have contributed to the historical continuity of the town site and also remain stark reminders of the town's colonial origins. Some of the upper avenues (and streets for that matter) have since disappeared, but new streets and avenues that have been created (in and out of town) since seem to more reflect community focus. Certainly, Prospector Road itself (commemorating the region's 'gold mining history') reflects this shift. More recently, notable individuals have been commemorated through new road ways (i.e. Pierre Berton, Dick North, Boutillier, Callison, Mary McLeod (note: the only woman), etc.) I think it may be a missed opportunity to honour an element of our shared community heritage if it is simply declared an extension of Prospector. Moreover, as far as I am aware, there is no precedent for 'North' or 'South' as an adjunct on any existing municipal road. This would therefore go against any historical/local trends for road-naming in/around town. I also think it could be a mistake to not ask community members for input, since we do have past examples of backlash when groups/individuals felt ignored and not included in this decision. For some it may be inconsequential, but for those who do care, exclusion from this process may be perceived negatively."

With this additional information, Council has the opportunity to determine through resolution what the preferred approach to naming the road would be, as detailed in the options section.

## CONSIDERATIONS / DISCUSSION

### **Consolidation of a Portion Lot 1072 and 99-15 Road**

To reduce liability for the City of Dawson, administration recommends that the road be resurveyed to the appropriate dimensions. The Public Works Superintendent identified the PW Operating budget as the appropriate source of the funds for this survey.

In order to facilitate this, the City of Dawson must issue an authorization to subdivide. Typically the fee for this type of authorization is \$250, to be paid by the applicant.

However, given that there is no formal applicant in this case, the \$250 is neutral to the Planning and Development revenues.

Public Works provided dimensions for the ideal road dimensions for safe access and maintenance. This includes a road width of 8 metres and a turnaround/hammerhead with a radius of 13 metres. The existing road is already 8 metres; therefore, the consolidated portion would only be required to accommodate the turnaround portion of the road.

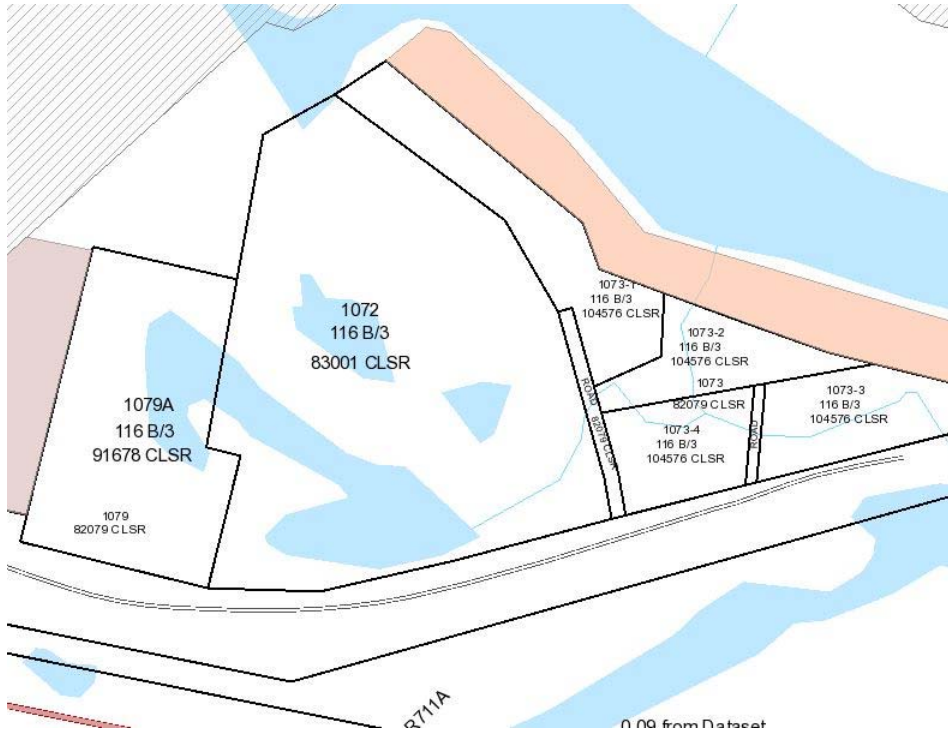


Figure 1. Existing Configuration

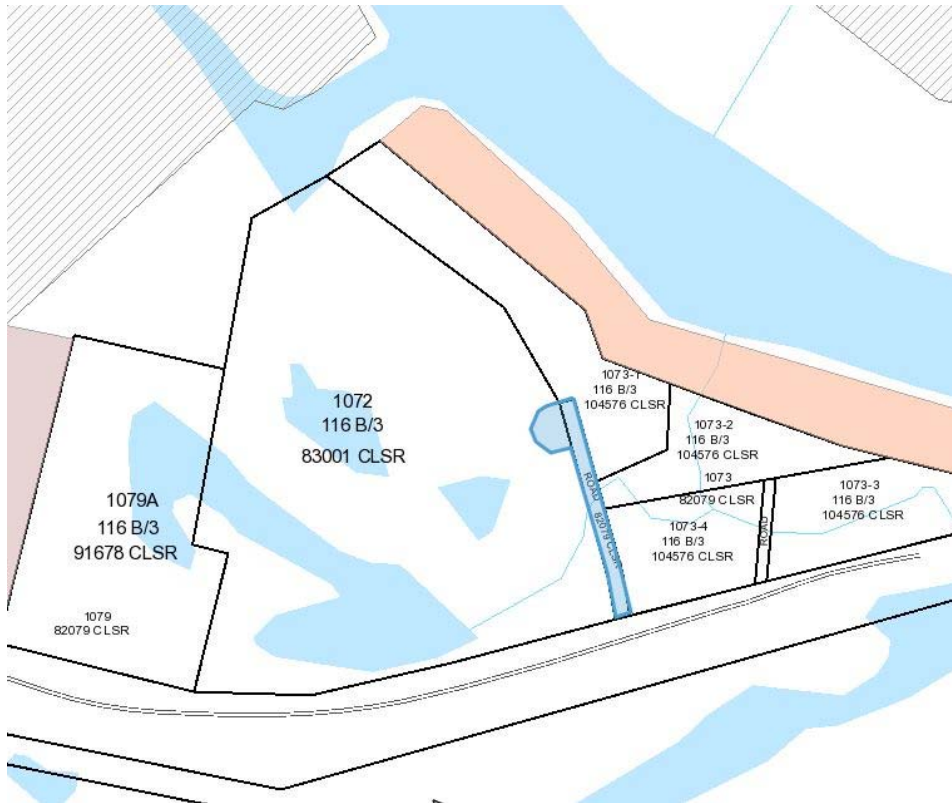


Figure 2. Proposed Turnaround

### Naming 99-15 Road as North Prospector Road

As per the Dawson Civic Addressing Manual, the proper process for naming a road includes amending the Civic Addressing By-Law (15-01) and all associated maps and schedules to reflect the new road name. Despite being a road under City of Dawson control, this road is not identified in the Civic Addressing By-Law, which can be rectified through this amendment.

There are two options to formally adopt a name for 99-15 Road. The first option would be to accept the proposed name of North Prospector Road and prepare a by-law to this effect. The second option would be to engage in a public consultation to select an alternative name. This option is not recommended, given that the road in question is not a high-profile road, and the proposed name is reasonable. In either case, as per the Civic Addressing Manual, third reading of the by-law could only occur after the new survey and title are registered appropriately.

The addresses of the two other properties with frontage only on 99-15 Road will also need to be amended through this by-law amendment for consistency.

**IMPLICATIONS**

**General:** Approving this request will increase the operating efficiency of the Public Works department when maintaining one of the roads in its jurisdiction. Naming the road will have value to the residents who have a physical address on this road. Both actions will have a positive impact on provision of emergency services to the residents of this neighbourhood.

**Financial:** The City of Dawson would be required to pay the fees associated with surveying the parcel and registering the appropriate paperwork with the Surveyor General and Land Titles. As per the Procurement Policy, quotes will be solicited for the survey, and the work will be approved by either the Public Works Superintendent or the CAO, depending on the value of the survey.

**Communication:** Administration will solicit quotes for the survey, as well as prepare all relevant documentation for facilitating this work. Appropriate notice will be given to affected residents that their civic address has been updated.

**OPTIONS**

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

1. Approve the staff request to consolidate a portion of Lot 1072 with 99-15 Road for the purposes of safety and access.
2. Decline the staff request to consolidate a portion of Lot 1072 with 99-15 Road, and require the resident who raised the issue to file a formal subdivision application.

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

1. Forward an amendment to Civic Addressing Bylaw #15-01 to Council for the purposes of identifying 99-15 Road as North Prospector Road.
2. Engage in a public consultation process to name 99-15 Road.
3. Decline to name 99-15 Road.

**APPENDICES / SCHEDULES**

None Required.

**APPROVAL & CAO COMMENTS**

Respectfully Submitted,

\_\_\_\_\_  
Clarissa Huffman, CDO

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Cory Bellmore, CAO

\_\_\_\_\_  
Date

# THE CITY OF DAWSON

## Request for Decision

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**TO:** Mayor and Council  
**FROM:** Cory Bellmore, CAO  
**DATE:** April 4, 2018  
**SUBJECT:** City of Dawson Policing Priorities for 2018/19

### RECOMMENDATION

THAT council directs a letter of response be issued to Sgt. Dave Morin, NCOi/c notifying him the priority issues council would like the local Detachment to focus on for 2018/19 are the same as the 2017/18 priorities.

### BACKGROUND

Each year the local Detachment reaches out to ask council what areas or activities council would like the local Detachment to concentrate their efforts on for the coming year with regards to policing in the community. This information is used to develop their annual performance plan which assists them in addressing the policing priorities identified by the community.

Last year council identified the following as policing priorities for 2017/18:

- Hard / illegal drugs and excessive alcohol - harm reduction and enforcement, and keeping it away from the youth
- Traffic safety
- Safer youth through activities and involvement with youth
- Crime prevention, education and community involvement

Committee of the Whole passed the following recommendation at their meeting on March 26, 2018.

**CW18-16-11** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole forwards the request for decision RE: Policing Priorities 2018/19, to council with a recommendation to approve Option #1.

Carried 5-0

**CURRENT STATUS**

It is that time of year again where the local Detachment has asked council for input into the policing priorities for the upcoming year, 2018/19.

Once council has decided on priority issues, the local Detachment will develop goals and objectives to achieve in relation to these priorities, which will form the basis of their annual work plan.

**OPTIONS**

Options:

1. Same priorities as last year
2. Same priorities as last year, with amendments as specified by council
3. New policing priorities, as specified by council

**APPENDICES / SCHEDULES**

1. Letter from Sgt. Dave Morin, NCOi/c, Dawson City Detachment RE: City of Dawson Policing Priorities for 2018/19

**APPROVAL & CAO COMMENTS**

Reviewed and approved to advance to council.

CAO – Cory Bellmore



Unclassified

Sgt. Dave Morin  
NCOi/c  
Dawson City Detachment  
Box 159  
Dawson City, YT Y0B 1G0

Your File    Votre référence

Mayor and Council  
City of Dawson  
Box 308  
Dawson City, YT  
Y0B 1G0

Our File    Notre référence

2018-03-01

Dear Mayor and Council

#### City of Dawson Policing priorities for 2018/19

It is that time of year again where we at the Detachment are developing our Annual Performance Plan which assists us in addressing the policing priorities identified by the community. I would ask that you consider what areas or activities you feel we as your local Detachment should concentrate our efforts on for the coming year with regards to policing your community.

Last year you had asked that we focus on contributing to safer youth through activities and involvement with youth, targeting the use and availability of illegal drugs, traffic safety in Town and Police involvement in community activities. The issues you would like us to focus on this year can remain the same, or can be changed slightly or altogether.

Once you have decided on one or two priority issues, we can come up with goals and objectives to achieve in relation to these priorities which will form the basis of our Detachment's Annual Performance Plan for the 2018/2019 period. As mentioned, this plan will assist us in determining which areas to concentrate our efforts, and will also measure how well we are working towards successfully addressing your policing priorities.

If you could make your decision relating to your priority issues and let me know in the next three to five weeks I would very much appreciate it.

If you have any questions relating to this request please do not hesitate in contacting me. As well, I can make myself available to attend a meeting should you wish to discuss in person. Thank you for your interest and cooperation.

Sincerely,

Sgt. Dave Morin  
NCOi/c  
Dawson City Detachment

# THE CITY OF DAWSON

## Request for Decision



---

**TO:** Committee of the Whole  
**FROM:** Trina Buhler, Project Manager City of Dawson  
**DATE:** March 26, 2018  
**SUBJECT:** Canadian Bank of Commerce NHS Hazardous Material Abatement, Roof Repair, Gas Tax Funding

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### RECOMMENDATION

THAT Council approve an amendment to the proposed 2018 capital budget bylaw increasing the amount from \$105,000.00 to \$417,450.00 (\$100,000.00 Parks Canada Cost Sharing Programming, \$19,500.00 YG Historic Properties Assistance Program Funding, \$297,950.00 Gas Tax Funding).

THAT Council provide feedback on the scope and procurement process for the work proposed at the Canadian Bank of Commerce NHS in 2018; and

THAT Council direct Administration to apply for Parks Canada Cost Sharing Program Funding, Yukon Government Historic Properties Assistance Program Funding, and Gas Tax Funding for the work proposed at the Canadian Bank of Commerce NHS in 2018.

### PURPOSE

To protect the structural components and continue the stabilization work at the Canadian Bank of Commerce National Historic Site.

### BACKGROUND

The Canadian Bank of Commerce National Historic Site (NHS) sits on the corner of Front and Queen Street in Dawson City, YT. Although a prominent building, it is currently sitting vacant as the City of Dawson completes various stages of the stabilization plan.

In 2015 a large scale hazardous materials abatement program removed the hazardous materials within the building to a point where access to the building could be obtained without the requirements for personal protective equipment. Encapsulated areas of the building interior still contain the following hazardous materials:

- Second-floor floor cavity: asbestos fibers
- Second-floor wall cavity: urea formaldehyde foam insulation

Sections of the original roof and parapet have deteriorated causing damage to structural roof and floor framing in addition to creating unwanted moisture and the potential for mold throughout the building. The flat roof section which follows the perimeter of the hip roof section and is bordered by the parapet has flat welded seams that have deteriorated allowing water to penetrate the roof and cause damage.

Prior to the repair of the roof the following hazardous materials must be removed from the following components:

- Roof cladding: asbestos paint
- Parapet cladding: lead-based paint

The City of Dawson attempted to contract the roof repair in 2016 and 2017 but was unsuccessful in obtaining bids for reasons mainly to do with delays or lack of funding, short construction season, and complexity of design.

#### **CURRENT STATUS**

In 2018 the City of Dawson is attempting to mitigate the noted reasons for lack of bids in previous years through the following measures:

- Tender work in April despite confirmation of funding with a caveat in the *Instructions to Bidders* section that the work is "contingent on the appropriation of funds."
- Tender roof repair as a design-build to allow for other solutions to the roof repair. These solutions must be stamped by an Engineer and following the Standards and Guidelines for the Preservation of Historic Places in Canada.

If funding is approved for 2018, both projects will be tendered separately as Request for Proposals and scored in accordance with the attached DRAFT RFP Instructions to Bidders. The Tenders will be advertised locally and via Biddingo.ca.

#### **CONSIDERATIONS / DISCUSSION**

The Canadian Bank of Commerce Stabilization did not score high on the Gas Tax project prioritization exercise.

The Canadian Bank of Commerce Stabilization did not rank in the top 20 Council priorities for 2018.

However, this project is potentially eligible for the following funding:

- \$100,000.00 Parks Canada Cost Sharing Programming (max allowable and stackable)
- \$19,500.00 YG Historic Properties Assistance Program Funding (max allowable and stackable)
- \$297,950.00 Gas Tax Funding (stackable)

If the City of Dawson does not qualify for the max funding from Parks Canada or YG, a larger portion will be required from City of Dawson Reserves or Gas Tax. The intent of the project prioritization exercise is to acknowledge where specific funding is available and the highest prioritized project on the list would be the project that would access that funding.

The hazardous materials on the roof must be addressed prior to the roof repair. The abatement of the hazardous materials on the roof was combined with the remaining interior hazardous materials abatement to save on mobilization costs as these are a large item in hazardous material abatement projects.

Additional hazardous materials not included in this abatement are the exterior cladding lead-based paint and the asbestos paper sandwiched between the exterior cladding and the wall boards.

A tentative schedule would be as follows:

Tender Opens	April 11, 2018 (both)
Tender Closes	April 30, 2018 (both)
Pre-award meeting	May 17, 2018 (both)
Tender Award	May 17, 2018 (both)
Mobilization	May 28, 2018 (hazardous material abatement)
Construction complete	June 29, 2018 (hazardous material abatement)
Mobilization	July 3, 2018 (roof repair)
Construction complete	August 31, 2018 (roof repair)

Prior to the proposed tendered work, a temporary wood stair will create access to the north door on the second floor to reduce costs associated with the tendered projects. This stair will be constructed using a local contractor.

What is the end goal for the building?

Would Council be amenable to a 5 year stabilization plan and associated budget as opposed to a separate application each year?

This is a prominent structure in the community.

### **IMPLICATIONS**

**General:**

The ultimate goal is to repair the roof and prevent further water infiltration into the building.

**Staffing:**

Awarding this project will mean an investment in time by the Project Manager for planning and administering the contract.

**Financial:**

Parks Canada Cost Sharing Program (Max \$100,000.00)  
YG Historic Properties Assistance Program (Max \$19,500.00)  
Gas Tax funding will be requested (\$297,950.00 plus)

**Policy / Legislated Requirements:**

None.

**Legal:**

A legal opinion is not required.

**Follow up Action:**

If Council determines that the Canadian Bank of Commerce 2018 work should be funded then RFP process and the construction of a temporary stair will begin in April 2018.

**Communication:**

Not applicable.

### **RELEVANT CONSULTATION**

Not applicable.

### **ALIGNMENT TO OFFICIAL COMMUNITY PLAN & MUNICIPAL PRIORITIES**

**Bylaw No. 13-01:**

A bylaw to designate the Canadian Bank of Commerce as a Municipal Historic Site.

**Bylaw No. 07-03:**

A bylaw to regulate the proper maintenance of property and the abatement of nuisances, including property or things that: (a) Affect the safety, health and welfare of people in the neighbourhood; or (b) Affect the amenity of a neighbourhood.

**Official Community Plan:**

3.9 Heritage Preservation

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.

**OPTIONS**

1. THAT Council approve an amendment to the proposed 2018 capital budget bylaw increasing the amount from \$105,000.00 to \$417,450.00 (\$100,000.00 Parks Canada Cost Sharing Programming, \$19,500.00 YG Historic Properties Assistance Program Funding, \$297,950.00 Gas Tax Funding).
2. THAT Council provide feedback on the scope and procurement process for the work proposed at the Canadian Bank of Commerce NHS in 2018; and
3. THAT Council direct Administration to apply for Parks Canada Cost Sharing Program Funding, Yukon Government Historic Properties Assistance Program Funding, and Gas Tax Funding for the work proposed at the Canadian Bank of Commerce NHS in 2018.

OR

1. THAT Council delay work on the Canadian Bank of Commerce NHS in 2018.

**APPENDICES / SCHEDULES**

DRAFT Canadian Bank of Commerce NHS: Hazardous Materials Abatement RFP  
DRAFT Canadian Bank of Commerce NHS: Roof Repair RFP

**APPROVAL & CAO COMMENTS**

CAO: Cory Bellmore

Date: March 22, 2018

# THE CITY OF DAWSON

## Request for Decision



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**TO:** Mayor and Council  
**FROM:** Trina Buhler, City of Dawson Project Manager  
**DATE:** March 26, 2018  
**SUBJECT:** AMFRC Seismic Upgrade - Revised

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### RECOMMENDATION

THAT Council approve the implementation of seismic upgrades at the AMFRC at a Class A cost estimate of \$207,872.85.

**AND**

THAT Council approve an amendment to the proposed 2018 capital budget bylaw increasing the amount to \$207,872.85 from \$145,000.00.

**AND**

THAT Council direct Administration to apply for Gas Tax Funding for the seismic upgrades at the AMFRC.

**AND**

THAT Council direct Administration to provide a Class B estimate and scope of work for the installation of thermistor strings at AMFRC for the purpose of monitoring ground temperatures.

### PURPOSE

To ensure the continuity of indoor ice sports such as skating, hockey and curling in Dawson City.

To improve on the overall lateral (seismic or wind) resistance of the foundation system at AMFRC.

### BACKGROUND

The AMFRC has experienced significant settlements due to geotechnical changes surrounding/supporting the slabs and foundations for the superstructure. This, combined with deficiencies related to seismic code requirements, has resulted in costs associated

with increased building maintenance, foundation rehabilitation, seismic upgrades, and ongoing monitoring and analysis, some of which are known, others which will be determined by the degree of future settlement.

In September 2017, WSP assessed that the existing pile foundations at the AMFRC had insufficient lateral resisting capacities due to deteriorated soil conditions from thawing of permafrost. The areas affected the most are the large spaces of the hockey arena and curling rink as the piles have not been tied in horizontally through a structural slab as is common but was left out at time of construction. For years the permafrost in the ground kept the piles laterally stable as it offered sufficient resistance. It is not assumed by Tetra Tech, formerly EBA, that the permafrost has receded to a level below the footing at depth and can no longer be counted on. It was recommended by WSP that by introducing horizontal drag ties/struts near top of existing piles in the arena and curling rink that this will improve on the load sharing and mobilize the available capacities of adjacent piles. The improvements were calculated as per attached document issued by WSP.

In order to determine the cost of the proposed seismic upgrade Administration awarded a Design and Contract Documents contract, not to exceed \$4,000, to WSP based on their previous experience with the AMFRC. See ***WSP AMFRC Foundation Tie Upgrades – Approved Structural Fee*** and ***WSP AMFRC Upgrade Issued for Tender 2018-02-06*** attached.

Administration awarded a Cost Estimate contract of \$600.00 to JTS Cost Consulting to obtain a Class A estimate for the WSP seismic upgrade design. See ***JTS Cost Consulting Estimate re AMFRC seismic upgrades*** and ***JTS Cost Consulting Letter re AMFRC seismic upgrades***.

Administration requested that Claudia Heath explore options with regard to maintaining and/or creating cooler temperatures in the ground below the arena and the curling rink as a possible alternative to installation of horizontal struts. See attached ***AMFRC – Seismic Upgrade Options*** document.

#### CURRENT STATUS

Administration received options with regard to maintaining and/or creating cooler temperatures in the ground below the arena and the curling rink as a possible alternative to installation of horizontal struts. See attached ***AMFRC – Seismic Upgrade Options*** document from Claudia Heath, Project Manager.

Administration is seeking Council's recommendation to tender the implementation of the seismic upgrade design.

The proposed scope of work will include the implementation of horizontal steel struts to tie the existing piles in the curling rink and hockey arena at/or near grade elevation to enable load sharing and to improve on the overall lateral seismic or resistance of the foundation system. Work will include the removal and reinstatement of existing conditions where required (not limited to areas identified on drawings) to facilitate installation for the horizontal ties.

Claudia Heath (Project Manager) prepared a preliminary budget for the proposed 2018 seismic upgrades at AMFRC. Administration initially received a Class B estimate of \$145,000.00. The Class A estimate revealed that additional funds would be required to complete the work and thus a request for a budget amendment. See Total Estimated Budget.

Items of Work	Cost
WSP Tender Assistance	\$ 2,000.00
WSP Construction Administration including estimated Travel expenses	\$ 10,500.00
Claudia Heath Project Management Fee	\$ 6,000.00
JTS Class A Cost Estimate for Construction	\$ 162,259.00
15% Contingency	\$ 27,113.85
<b>Total Estimated Budget, excluding GST</b>	<b>\$ 207,872.85</b>

Administration is seeking Council's direction to develop a Class B estimate and scope of work for the installation of thermistor strings below the arena and curling rink areas to monitor ground temperatures. See *AMFRC – Seismic Upgrade Options* for proposed scope. Currently, a Class D estimate has been provided. Should Council wish to move forward with monitoring of the ground conditions in this area, Administration will develop a more detailed cost breakdown of the scope of work required and provide to Council prior to tendering the work.

1.	Eight (8) Cables with long leads to reach rink/arena walls	\$8000
2.	Mob/Demob Drill from Whitehorse	\$6000
3.	Two days drilling, incl. room and board	\$8000
4.	Tetra Tech travel and supervision, installation report	<u>\$8000</u>
	Total Estimate	30,000

## CONSIDERATIONS / DISCUSSION

Administration received options with regard to maintaining and/or creating cooler temperatures in the ground below the arena and the curling rink as a possible alternative to installation of horizontal struts. See attached *AMFRC – Seismic Upgrade Options* document from Claudia Heath, Project Manager. The options explored in this report are not cost effective and the results are not predictable with regards to final outcome of the ground conditions.

It was noted in the WSP report titled *AMFRC Structural-Foundation Evaluation 20170916* that there are many schools both in BC and Yukon that are seismically deficient and are remaining occupied while waiting for upgrades within a "reasonable period of time". The proposed seismic upgrade work could ensure that a catastrophic failure and collapse may either not occur at all or at least be so delayed that occupants may safely exit the building before a collapse i.e. the safety of the occupants will be enhanced by the upgrades especially during thawed soil conditions during the spring, summer and fall months.

The proposed seismic upgrade work would increase the seismic resistance within the pile foundation but would not lead to meeting 2015 NBC seismic requirements, which can only be achieved through a complete foundation rehabilitation through piles drilled into bedrock as designed by Architecture 49/WSP, which was estimated to cost 7.5M dollars. The AMFRC foundation remains unchanged, settlement will still occur and needs to be monitored to assess the stress on the superstructure and building elements, this means ongoing in-house monthly surveys by Building Maintenance staff and annual differential and geodetic surveys by qualified professionals.

See *WSP AMFRC Structural Foundation Evaluation 20170929* attached. This document quantifies how the seismic capacity is improved through the proposed upgrades. Delaying or not recommending the seismic upgrade would keep the seismic deficiencies of the structure at the level they are currently at, which has led to a recommendation for closure by the structural engineer last summer.

Given Council's preference to construct a new recreation centre, and to work with YG to properly fund the facility, the City will need time to obtain the funds, plan the building and begin construction. Administration recommends that Council consider a risk averse strategy that includes direction to Administration to ensure one last stabilization measure is executed and to continue to monitor structural movement to ensure both staff and citizens are as safe as possible within the AMFRC.

A tentative schedule for the proposed seismic upgrade work is as follows:

December:	Award seismic upgrades design to WSP <b>(completed)</b>
January:	Obtain Class A estimate on seismic upgrade work <b>(completed)</b>
March 26:	Provide seismic upgrade RFD document (COW)
April 10:	Provide seismic upgrade RFD document (Council)
April:	Tender proposed seismic upgrade work
May:	Award proposed seismic upgrade work
June:	Shop drawings and fabrication work
July:	Installation of struts

July: Complete proposed seismic upgrade work

The proposed seismic upgrade work would occur after the ice has been removed from the arena.

## IMPLICATIONS

### **General:**

Investing in this work will improve the overall lateral seismic or resistance of the foundation system at AMFRC.

Not investing in this work will, over time, place the facility and their occupants at greater risk of a catastrophic structural failure resulting in a complete building collapse during a seismic event.

### **Staffing:**

Improvements to structural integrity will provide AMFRC staff with greater peace of mind and security in knowing steps have been taken to ensure their safety.

### **Financial:**

This project would be paid out of the capital fund using Gas Tax funding.

### **Policy / Legislated Requirements:**

None.

### **Legal:**

A legal opinion is not required.

### **Follow up Action:**

If Council recommends that the seismic upgrade move forward the project will go out for tender.

### **Communication:**

Ongoing communication to user groups and citizens re the future of winter recreation in Dawson City through Committee of the Whole and Council meetings.

## RELEVANT CONSULTATION

No formal consultation however all meetings on the AMFRC have been held in public.

**ALIGNMENT TO OFFICIAL COMMUNITY PLAN & MUNICIPAL PRIORITIES**

**Bylaw No. 12-23:**

Official Community Plan:

*Maintain and develop quality recreational infrastructure and facilities.*

**Bylaw No. 07-03:**

Dilapidated Buildings

*2. No person shall cause or permit a building or structure to deteriorate into a ruinous or dilapidated state such that the building or structure: (a) Is dangerous to the public health or safety; or (b) Substantially depreciates the value of other land or improvements in the neighbourhood.*

**OPTIONS**

1. THAT Council approve the implementation of seismic upgrades at the AMFRC at a Class A cost estimate of \$207,872.85.

OR

2. THAT Council does not recommend the implementation of the seismic upgrades at the AMFRC.

AND

1. THAT Council approve an amendment to the proposed 2018 capital budget bylaw increasing the amount to \$207,872.85 from \$145,000.00.

OR

2. THAT Council not approve an amendment to the proposed 2018 capital budget bylaw.

AND

1. THAT Council direct Administration to apply for Gas Tax Funding for the seismic upgrades at the AMFRC.

OR

2. THAT Council direct Administration to not apply for Gas Tax Funding for the seismic upgrades at the AMFRC.

**AND**

1. THAT Council direct Administration to provide a Class B estimate and scope of work for the installation of thermistor strings at AMFRC for the purpose of monitoring ground temperatures.

**OR**

2. THAT Council direct Administration to not provide further information for the installation of thermistor strings at AMFRC for the purpose of monitoring ground temperatures.

<b>APPENDICES / SCHEDULES</b>
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*AMFRC – Seismic Upgrade Options*  
*RE: Temperature Monitoring AMFRC*

*Refer to March 12th Committee of Whole Package for the following Appendices:*

- *WSP AMFRC Foundation Tie Upgrades – Approved Structural Fee*
- *WSP AMFRC Structural Foundation Evaluation 20170929*
- *WSP AMFRC Upgrade Issued for Tender 2018-02-06*
- *JTS Cost Consulting Estimate re AMFRC seismic upgrades*
- *JTS Cost Consulting Letter re AMFRC seismic upgrades*

<b>APPROVAL &amp; CAO COMMENTS</b>
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CAO: Cory Bellmore

Date: March 22, 2018

This Report is to provide City of Dawson with information to available options and associated costs regarding an increase in seismic resistance for the parts of the superstructure that are severely undersized in particular in summer thawed ground conditions. The undersized gridlines in question are Grid A-exterior wall of arena and curling rink on west side, Grid M-exterior wall of arena on east side, Grid 2- exterior wall of curling rink on south side and Grid 4-party wall between curling rink and arena. For example Grid A and M in thawed ground conditions currently only provide 4% of the lateral resistance required by National Building Code for seismic. Grid 2 and 4 provide 8 % and 14 %. Required is 100% to meet seismic requirements of the National Building Code of Canada. The concern with the severe deficiencies of the arena and curling rink walls and pile foundations is the possibility of a total building collapse including roof structure in the arena and curling rink due to an earthquake. For example an earthquake at magnitude 6.08 is estimated to occur with a 40% probability in 50 years in this region and would need a minimum resistance of 22%. Currently the gridlines in question do not meet this resistance requirement in thawed ground condition. See attached Structural Foundation Evaluation Document by WSP. The tables show existing resistance condition as well as conditions after implementing Option 1-Installation of horizontal steel struts in Arena and Curling Rink.

### **Option 1- Installation of horizontal steel struts in Arena and Curling Rink**

This Option was described and presented to Council at a Committee of the Whole Meeting in the Request for Decision Document dated February 19, 2018. It entails the tender and construction of horizontal steel struts tying in the top of piles horizontally in the arena and curling rink in order to facilitate load sharing of horizontal loads occurring particularly in a seismic event aiming at preventing or delaying a total collapse of the facility during a larger seismic event. As per calculations by the structural engineer WSP with assistance from the geotechnical engineer Tetrattech it will improve the four gridlines that are currently severely undersized to approximately three times the resistance they currently have, even in thawed ground condition, i.e. summer. The gridlines in question are Grid A-exterior wall of arena and curling rink on west side, Grid M-exterior wall of arena on east side, Grid 2- exterior wall of curling rink on south side and Grid 4-party wall between curling rink and arena. The cost for tender and construction is estimated at \$ 207,872.85 which includes a 15% contingency. It is a one-time expense.

### **Option 2- Utilizing the artificial Ice Plant to keep the ground frozen**

This idea was generated as an alternate option discussing the RFD above at the COW Meeting and entails keeping the artificial ice in over the summer and insulating it from the warm inside air and insulating the exposed to the sun sides of the building. Cost saving compared to Option 1 was the primary purpose of this option and I have therefore examined the costs arising. A cost comparison between electrical costs before and after ice plant installation shows that the cost to operate the ice plant from October to March for 6 months is approximately \$ 49,753.38. Note: this is operating it during the coldest months. It can be safely assumed that operating the ice plant during the warmest six months will result in approximately twice the cost even if the insulation measures were implemented. Without adding expenses of insulation to this option, which would be substantial as well, the resulting operating costs alone are approximately \$ 99,506.76 for the additional six spring/fall/summer months. After two years of operation the cost of this option would exceed the one time installation cost of Option 1. It therefore proves to be cost-inefficient.

Additional Risks regarding Option 2 are, if the artificial ice plant keeps the ground frozen for longer than the 6 months per year, the frost may penetrate deeper into the ground than 3 feet, at which point it was brought up by Tetrattech and Custom Ice before that water saturated soil pockets or even straight water in cavities will freeze to ice and create heaves/frost heaving above, thus making the artificial ice impossible to skate or curl on. The ice surface may break, crack or bend/heave. There is furthermore a massive amount of water moving through this area with a fluctuating groundwater table-this may also have a negative effect on the frozen gravel and soil mass above. A positive result of this option cannot be determined with certainty due to the unknown level of water saturation and depth of freezing. I also contacted Custom Ice to verify if the artificial ice plant and mat system can be run 12 months of the year as is and Brendan Lenko, the Owner, required more time to look at this possibility in detail.

<b>Electricity Costs at AMFRC with (2017)/without (2016) ice plant and projected cost for 12 months ice</b>						
	Jan	Feb	Mar	Oct	Nov	Dec
2016	\$ 5,956.82	\$ 5,276.15	\$ 5,257.20	\$ 3,957.09	\$ 4,072.77	\$ 4,072.77
2017	\$12,436.05	\$21,831.57	\$10,895.01	\$ 7,453.35	\$14,368.52	\$ 11,361.68
Ice plant cost	\$ 6,479.23	\$16,555.42	\$ 5,637.81	\$ 3,496.26	\$10,295.75	\$ 7,288.91
Ice plant total for coldest 6 months above						\$ 49,753.38
Ice plant total for warmest 6 months - approximately 2 times the cost						\$ 99,506.76
<b>Ice Plant Total for a full year</b>						<b>\$149,260.14</b>

**Option 3- Monitoring the granular pad in the arena and curling rink via thermistor strings to a depth past footings**

Tetrattech recommended in their previous report to install thermistor strings in the arena and curling rink to monitor ground temperatures. The temperatures recorded in the ground would assist City of Dawson with determining the level of lateral resistance the ground is actually providing at any given time of year. Currently it has been assumed by Tetrattech that the ground is thawed completely to depth of footing during the summer. The thermistor string readings would actually provide proof of actual temperatures in the ground each month/day. Suggested are eight thermistor strings, five in the arena and three in the curling rink. With the readings over the course of one year Tetrattech and WSP would be able to verify or revise their calculations regarding resistance of the superstructure. This would lead to assessing the actual risk of seismic failure and add important information to the decision making regarding the operating of the arena and having it open to the Public. This Option can also go hand-in hand with Option 1. The cost to install the thermistor strings as per an estimate by Tetrattech is as follows:

## AMFRC - Seismic Upgrade Options

Assuming truck mounted drill access to curling rink and arena, eight cables installed to 9 m depth (16'/5 m is too shallow as per Richard Trimble) would cost as per email by Tetrattech about:

1.	Eight (8) Cables with long leads to reach rink/arena walls	\$8000
2.	Mob/Demob Drill from Whitehorse	\$6000
3.	Two days drilling, incl. room and board	\$8000
4.	Tetra Tech travel and supervision, installation report	<u>\$8000</u>
	Total Estimate	30,000

This is a one-time cost. As per Richard Trimble this is a “back of envelope” estimate, with no discussion held with cable manufacturer or drilling company. If there is interest in proceeding, Richard will request quotations and prepare a formal estimate for approval.

Monitoring could be done in an hour each month by City of Dawson staff ( Tetrattech would provide the equipment); or Tetrattech could hook up a datalogger and read the data from their office and issue reports as required.

End of Report

Prepared by Claudia Heath, Heath Building Contracting, Project Manager

## Heather Favron

---

**From:** Trimble, Richard <Richard.Trimble@tetrattech.com>  
**Sent:** Monday, March 19, 2018 2:51 PM  
**To:** claudiaellen@outlook.com; Dabeet, Antone  
**Cc:** Cowan, Chad; MacIntyre, Ian  
**Subject:** RE: Temperature Monitoring AMFRC

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Claudia;  
Assuming truck mounted drill access to curling rink and arena, eight cables installed to 9 m depth (16'/5 m is too shallow) would cost about:

1.	Eight (8) Cables with long leads to reach rink/arena walls	\$8000
2.	Mob/Demob Drill from Whitehorse	\$6000
3.	Two days drilling, incl. room and board	\$8000
4.	Tetra Tech travel and supervision, installation report	<u>\$8000</u>
	Total Estimate	30,000

Monitoring could be done in an hour each month by City of Dawson staff (we'd provide the equipment); or we could hook up a datalogger – the original datalogger may still be in the mechanical room – we should check this.

This is a “back of envelope” estimate, with no discussion held with cable manufacturer or drilling company. If there is interest in proceeding, I can request quotations and prepare a formal estimate for approval.

All for now,  
Richard

**J Richard Trimble, M.Sc.(Eng.), P.Eng., FEC** | Principal Consultant, Arctic Region  
Direct +1 (867) 668-9216 | Business +1 (867) 668-3068 | Fax +1 (867) 668-4349 | Mobile +1 (867) 334-1640  
Email [richard.trimble@tetrattech.com](mailto:richard.trimble@tetrattech.com)

**Tetra Tech** | Complex World, Clear Solutions™ | Engineering Practice  
61 Wasson Place, Whitehorse, YT CANADA Y1A 0H7 | [tetrattech.com](http://tetrattech.com)

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**From:** Claudia Heath [mailto:[claudiaellen@outlook.com](mailto:claudiaellen@outlook.com)]  
**Sent:** Monday, March 19, 2018 9:34 AM  
**To:** Dabeet, Antone <Antone.Dabeet@coffey.com>; Trimble, Richard <Richard.Trimble@tetrattech.com>  
**Subject:** Temperature Monitoring AMFRC

Hello Antone and Richard,

I would like to propose to CoD Council to install temperature monitoring strings in the arena and curling rink. Could you give me a quick estimate on how much it would cost to have five strings installed in the arena and three in the curling rink and could we install them to 16 foot depth so we know what the temperature is all the way down?  
I would need a rough estimate by tomorrow to submit to Council. I will not hold you to the amount, just a rough estimate for installation and then what it will cost to monitor annually.

Claudia

Claudia Ellen Heath, MRAIC

Heath Building Contracting

P.O. Box 21269

Whitehorse, YT, Y1A6R4

Phone 867-6898384



# 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) "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. 2018-04

- (e) “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;
- (f) “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	February 16, 2018
SECOND	March 19, 2018
THIRD and FINAL	April 10, 2018

\_\_\_\_\_  
*Wayne Potoroka, Mayor*  
**Presiding Officer**

\_\_\_\_\_  
*Cory Bellmore, 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	February 16, 2018
SECOND	March 19, 2018
THIRD and FINAL	April 10, 2018

\_\_\_\_\_  
Wayne Potoroka, Mayor

**Presiding Officer**

\_\_\_\_\_  
Cory Bellmore, 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

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
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

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
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	\$25.00	per dog, per day
Animal Control	Impound - First Occurrence	\$25.00	per dog
Animal Control	Impound - Second Occurrence	\$75.00	per dog
Animal Control	Impound - Third Occurrence	\$125.00	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

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
Business Licensing	Local - Initial Business License Fee	\$125.00	per year
Business Licensing	Local - Additional Business License for same location	\$60.00	per year
Business Licensing	Regional - Business License Fee	\$210.00	per year
Business Licensing	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

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
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:		
	Base Rate, plus	\$150.00	per month, plus room/site rate
	Room/Site Rate from May 1st to September 30th Inclusive	\$18.00	per room per month
	Room/Site Rate from October 1st to April 30th Inclusive	\$6.00	per room per month
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:		
	Digital Specialty Package #1 - Educational	\$5.40	per package per month
	Digital Specialty Package #2 - Business & Info	\$5.40	per package per month
	Digital Specialty Package #3 - Variety & Special Int.	\$5.40	per package per month
	Digital Specialty Package #4 - Lifestyle	\$5.40	per package per month
	Digital Specialty Package #5 - Primetime	\$5.40	per package per month
	Digital Specialty Package #6 - More Sports	\$5.40	per package per month
	Digital Specialty Package #7 - Family / Kids	\$5.40	per package per month
	Digital Specialty Package #13 - Time Shift #1	\$1.00	per package per month
	Digital Specialty Package #16 - Extra Variety	\$5.40	per package per month
	Digital Specialty Package #8 - Premium Movies	\$22.25	per package per month
	Digital Specialty Package #24 - Super Channels	\$15.50	per package per month
	Digital Stand Alone Channels: EWTN, OUT TV, Playboy, Hustler	\$22.50	per channel per month
Cable System	High Definition Additional Programming:		
	High Definition Specialty Package #1 - Entertainment HD	\$8.50	per package per month
	High Definition Specialty Package #2 - Sports HD	\$5.00	per package per month
	High Definition Specialty Package #3 - Network HD	\$5.00	per package per month
	High Definition Specialty Package #4 - Movie HD	\$5.00	per package per month

Appendix A - 2018 Fees and Charges for Bylaw 13-05  
All rates are subject to GST when applicable

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
Cable System	Connection for new service:		
	Administration/Connection Fee (Connection already exists)	\$55.00	per connection
	Connection prior to the 15th of the month	1 month Levy	
	Connection after 15th of the month	50% of Monthly Levy	
	Service Charge - New Installation	Cost+15%	per installation
Cable System	Service Charge - Late Penalty & Disconnection	10% of outstanding balance	per month
Cable System	Service Charge - Re-connection for Arrears	\$90.00 plus one month service	per re-connection
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

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
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

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
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	\$210 plus 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

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
Development Control	Advertising - Required Advertising associated with any Application	0	per application
Development Control	Appeal to Council	\$105.00	per application
Development Control	Application to Consolidate	\$105***	per application
Development Control	Cash in Lieu of on-site parking	\$3,100	per space
Development Control	Development Permit Application - Change of Use	\$210.00	per application
Development Control	Development Permit Application - Commercial or Mulit-Residential		
	Base Rate, plus	\$260.00	per application, plus rate for square footage
	Square Foot Rate	\$0.25	per square foot of development
Development Control	Development Permit Application - Demolition	\$210.00	per application
	Demolition: Redevelopment Deposit	\$1.00	per square foot of lot
Development Control	Development Permit Application - General Industrial Development		
Development Control	Base Rate, plus	\$260.00	per application, plus rate for square footage
	Square Foot Rate	\$0.25	per square foot of development
Development Control	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 Control	Development additions and changes to main building	\$105.00	per application
Development Control	Development decks and non-dwelling accessory structures	\$25.00	per application
Development Control	Development Permit Application - Residential Build (Single-Detached/Secondary Suite)	\$155.00	per dwelling unit
Development Control	Development Permit Application - Signage	\$25.00	per application
Development Control	Extension of Approval	\$105.00	per application
Development Control	OCP Amendment application	\$1,030.00	per application
Development Control	Permanent Road Closure Application	\$210.00	per application
Development Control	Planning - Designated Municipal Historic Site	\$0.00	per application
Development Control	Subdivision Application Fee	\$105.00	per lot created- Min. \$250-Max. \$1000
Development Control	Temporary Development Permit - Less than 7 days	\$25.00	per application
Development Control	Temporary Development Permit - More than 7 days	\$105.00	per application
Development Control	Variance Application	\$105.00	per application
Development Control	Zoning Amendment Application Fee	\$410.00	per application
Development Control	Water and Sewer Load Capacity Charge	As per W&S Services Fee Schedule	refer to last page of fee schedule

Appendix A - 2018 Fees and Charges for Bylaw 13-05  
All rates are subject to GST when applicable

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
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:		
	1-2 responses per calendar year	No Fee	
	3-5 responses per calendar year	\$250.00	per response
	greater than five responses per calendar year	\$500.00	per response
Fire Protection	Emergency Response		
	Base Rate, plus	\$500.00	per hour, per unit plus disposable materials
	Disposable materials	Costs + 21.5% Markup	

Appendix A - 2018 Fees and Charges for Bylaw 13-05  
 All rates are subject to GST when applicable

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

	<b>Fee Description</b>	<b>Fees</b>	<b>Unit</b>
Recreation and Parks	Art & Margaret Fry Recreation Centre		
	Arena Ice Rental - Adult	\$120.00	hour
	Arena Ice Rental - Youth	\$60.00	hour
	Arena Ice Rental - Tournament*	\$1,500.00	per tournament
	Arena Ice Rental - Tournament additional hours*	\$50.00	hour
	Change fee	\$100.00	
	Arena Dry Floor	\$550.00	per day or part thereof
	Arena Dry Floor - Non-profit	\$400.00	per day or part thereof
	Arena Kitchen	\$156.00	per day or part thereof
	Arena Kitchen - Non-profit	\$105.00	per day or part thereof
	Arena Rec Room - program	\$15.00	hour
	Arena Rec Room - private event	\$40.00	first hour
	Arena Rec Room - private event	\$15.00	each additional hour
	Arena Concession Area	\$40.00	per day or part thereof
	Arena - Child Day Pass (3-12 years)	\$3.50	day
	Arena - Child 10 Punch Pass (3-12 years)	\$30.80	10 times
	Arena - Child Season Pass (3-12 years)	\$140.00	season
	Arena - Youth/Senior Day Pass (13-18 years; 60+)	\$4.50	day
	Arena - Youth/Senior 10 Punch Pass (13-18 years; 60+)	\$39.60	10 times
	Arena - Youth/Senior Season Pass (13-18 years; 60+)	\$180.00	season
	Arena - Adult Day Pass (19-59 years)	\$5.25	day
	Arena - Adult 10 Punch Pass (19-59 years)	\$46.20	10 times
	Arena - Adult Season Pass (19-59 years)	\$210.00	season
	Arena - Family Day Pass (related & living in one household)	\$12.25	day
	Arena - Family 10 Punch Pass (related & living in one household)	\$107.80	10 times
	Arena - Family Season Pass (related & living in one household)	\$470.00	season

Appendix A - 2018 Fees and Charges for Bylaw 13-05  
All rates are subject to GST when applicable

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

Appendix A - 2018 Fees and Charges for Bylaw 13-05  
All rates are subject to GST when applicable

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
Recreation and Parks	Equipment Rental		
	Cross Country Ski Package*	\$10.00	per day or part thereof
	Cross Country Ski Package*	\$20.00	3 days
	Cross Country Skis, boots or poles	\$5.00	per day or part thereof
	Snowshoes*	\$10.00	per day or part thereof
	Snowshoes*	\$15.00	3 days
	Coffee Urns	\$10.50	per day or part thereof
	Picnic Table	\$12.00	per day or part thereof
	Projector	\$20.00	per day or part thereof
	Screen	\$20.00	per day or part thereof
Recreation and Parks	Fitness Centre		
	Fitness Centre*	\$7.00	day
	Fitness Centre*	\$35.00	month
	Fitness Centre*	\$88.00	3 months
	Fitness Centre*	\$165.00	6 months
	Fitness Centre*	\$319.00	year
Recreation and Parks	Deposits		
	Damage Deposit - Facility	\$300.00	fully refundable if conditions met
	Damage Deposit - Parks or Greenspace	\$50.00	fully refundable if conditions met
	Damage Deposit - Equipment	\$20.00	fully refundable if conditions met
	Deposit - Key	\$40.00	fully refundable if conditions met
	Program Cancellation	\$10.00	
Recreation and Parks	* 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

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
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
	<b>Fee Description</b>		
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

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

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
W&S - Water Services	Private owned/occupied Residential	\$156.55	per quarter
W&S - Water Services	Private owned/occupied Residential	\$626.20	per year
W&S - Water Services	Privately owned/rental Residential	\$156.55	per quarter
W&S - Water Services	Privately owned/rental Residential	\$626.20	per year
W&S - Water Services	Trondek Hwechin residential	\$156.55	per quarter
W&S - Water Services	Trondek Hwechin residential	\$626.20	per year
W&S - Water Services	Commercial Residential	\$960.00	per year
W&S - Water Services	Hotel, motel, Inn, Hostel, Boarding Houses, Bed and Breakfast	\$102.13	per rentable room per year
W&S - Water Services	Non-Residential Cooking Facility - Commercial/Institutional Kitchens	\$505.00	per kitchen per year
W&S - Water Services	Non-Residential Cooking Facility - Community Halls	\$305.00	per kitchen per year
W&S - Water Services	Non-Residential Cooking Facility - Staff Kitchens	\$155.00	per kitchen per year
W&S - Water Services	Non-Residential Washroom - Restaurant, Lounge, Bar, Tavern, Casino		
	First (2) Units (Refer to Table "A" for unit calculation)	\$420.00	per unit per year
	Additional per unit rate for over (2) units (Refer to Table "A" for unit calculation)	\$135.00	per unit per year
W&S - Water Services	Non-Residential Washroom - Institutional	\$1,125.00	per washroom per year
W&S - Water Services	Non-Residential Washroom - Commercial and all other Non-Residential	\$180.00	per toilet / urinal per year
W&S - Water Services	Non-Residential Laundry Washing Machine - Institutional Washing Machine	\$1,125.00	per machine per year
W&S - Water Services	Non-Residential Laundry Washing Machine - Hotel/Motel Washing Machine	\$925.00	per machine per year
W&S - Water Services	Non-Residential Laundry Washing Machine - Hotel/Motel Guest Washing Machine	\$460.00	per machine per year
W&S - Water Services	Non-Residential Laundry Washing Machine - other Non-Residential Washing Machine	\$460.00	per machine per year
W&S - Water Services	Janitor Room - equiped with water outlet - Institutional	\$1,125.00	per janitorial room per year
W&S - Water Services	Janitor Room - equiped with water outlet - Commercial and all other Non-Residential	\$180.00	per janitorial room per year
W&S - Water Services	R.V. Park/Campground	\$85.00	per serviced space per year
W&S - Water Services	School	\$1,005.13	per classroom per year
W&S - Water Services	Car Wash	\$925.00	per year
W&S - Water Services	Sewage Disposal Facility	\$335.00	per year
W&S - Water Services	Public Shower & Staff Shower	\$290.00	per shower per year
W&S - Water Services	Stand Alone Sink	\$155.00	per sink per year
W&S - Water Services	Water-Cooled Air Condition, refrigeration or freezer unit and ice machines	\$105.00	per horsepower, per year
W&S - Water Services	Bulk water pick up at pumphouse	\$3.00	per cubic metre
W&S - Water Services	Disconnection or reconnection of private water service	1 hr labour + 1 hrs equip. rental including operator + materials OR actual costs.	

Appendix A - 2018 Fees and Charges for Bylaw 13-05  
All rates are subject to GST when applicable

	<b>Fee Description</b>	<b>Fee</b>	<b>Unit</b>
W&S - Sewer Services	Private owned/occupied Residential	\$118.68	per quarter
W&S - Sewer Services	Private owned/occupied Residential	\$474.70	per year
W&S - Sewer Services	Privately owned/rental Residential	\$118.68	per quarter
W&S - Sewer Services	Privately owned/rental Residential	\$474.70	per year
W&S - Sewer Services	Trondek Hwechin residential	\$118.68	per quarter
W&S - Sewer Services	Trondek Hwechin residential	\$474.70	per year
W&S - Sewer Services	Commercial Residential	\$720.00	per year
W&S - Sewer Services	Hotel, motel, Inn, Hostel, Boarding Houses, Bed and Breakfast	\$75.25	per rentable room per year
W&S - Sewer Services	Non-Residential Cooking Facility - Commercial/Institutional Kitchens	\$380.00	per kitchen per year
W&S - Sewer Services	Non-Residential Cooking Facility - Community Halls	\$230.00	per kitchen per year
W&S - Sewer Services	Non-Residential Cooking Facility - Staff Kitchens	\$115.00	per kitchen per year
W&S - Sewer Services	Non-Residential Washroom - Restaurant, Lounge, Bar, Tavern, Casino		
	First (2) Units (Refer to Table "A" for unit calculation)	\$315.00	per unit per year
	Additional per unit rate for over (2) units (Refer to Table "A" for unit calculation)	\$100.00	per unit per year
W&S - Sewer Services	Non-Residential Washroom - Institutional	\$845.00	per washroom per year
W&S - Sewer Services	Non-Residential Washroom - Commercial and all other Non-Residential	\$135.00	per toilet / urinal per year
W&S - Sewer Services	Non-Residential Laundry Washing Machine - Institutional Washing Machine	\$845.00	per machine per year
W&S - Sewer Services	Non-Residential Laundry Washing Machine - Hotel/Motel Washing Machine	\$695.00	per machine per year
W&S - Sewer Services	Non-Residential Laundry Washing Machine - Hotel/Motel Guest Washing Machine	\$345.00	per machine per year
W&S - Sewer Services	Non-Residential Laundry Washing Machine - other Non-Residential Washing Machine	\$345.00	per machine per year
W&S - Sewer Services	Janitor Room - equiped with water outlet - Institutional	\$845.00	per janitorial room per year
W&S - Sewer Services	Janitor Room - equiped with water outlet - Commercial and all other Non-Residential	\$135.00	per janitorial room per year
W&S - Sewer Services	R.V. Park/Campground	\$47.50	per serviced space per year
W&S - Sewer Services	School	\$752.50	per classroom per year
W&S - Sewer Services	Car Wash	\$695.00	per year
W&S - Sewer Services	Sewage Disposal Facility	\$250.00	per year
W&S - Sewer Services	Public Shower & Staff Shower	\$220.00	per shower per year
W&S - Sewer Services	Stand Alone Sink	\$115.00	per sink per year
W&S - Sewer Services	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

W&S - Senior Discount	Seniors Water & Sewer Discount:			
		If eligibility requirements met per water and sewer bylaw	\$460.00	per year
		If eligibility requirements met per water and sewer bylaw	\$115.00	per quarter installment payment
W&S - Load Capacity	Load Capacity Charge-single family residential			
		Single family residential	\$1,550.00	per unit (includes 2 bathrooms)
		Single family residential	\$415.00	per additional bathroom
		Multi-family or commercial property	\$415.00	per water outlet
<b>TABLE A:</b>				
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				
		Red 2018 changes		

2018 Operating Budget  
Draft #3  
Changes Since 2nd Reading

Account Code	Account Description	Note		From	To	Difference
<b>Changes After 2nd Reading</b>						
<b>Expenditure Changes:</b>						
Salaries and Benefits accounts	Recreation Department Administration	Wages for shared Service, such as, janitorial and some public works employees were not picked up by the Recreation Dept. The other departments had already picked up these shared services before 1st reading. Support staff allocation was overstated by \$32,794	Increase	820,016	902,237	82,221
Salaries and Benefits accounts			decrease	122,261	89,467	(32,794)
<b>Revenue Changes:</b>						
10-400-455-44000	Water Utility fee	Change after discussion with council	Increase	774,913	777,381	2,468
10-400-460-44300	Sewer Utility Fee	Change after discussions with council	Increase	626,171	626,564	394
<b>Capital</b>						
Restoration of CBC Building		Council approved after in-camera discussion	Increase	105,000	417,450	312,450



# 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) "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.

## 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

#### 6.00 Severability

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

#### 7.00 Bylaw Repealed

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

#### 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	February 16, 2018
SECOND	March 19, 2018
THIRD and FINAL	April 10, 2018

\_\_\_\_\_  
*Wayne Potoroka, Mayor*  
**Presiding Officer**

\_\_\_\_\_  
*Cory Bellmore, 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**

		FINAL 2018	Provisional 2019	Provisional 2020
<b>REVENUE:</b>				
<b>General Municipality:</b>				
	General Taxation	2,011,399	2,039,559	2,068,113
	Grants in Lieu of Taxes	964,453	977,955	991,646
	Grants	2,213,891	2,244,885	2,276,314
	Penalties and Interest	29,100	29,507	29,921
	Other Revenue	83,788	84,961	86,151
	Sale of Services	73,620	74,194	75,233
<b>Total General Municipality:</b>		<b>5,376,251</b>	<b>5,451,062</b>	<b>5,527,377</b>
<b>Special Projects/Events</b>				
		-	-	-
<b>Cable</b>				
		270,302	274,086	277,923
<b>Protective Services:</b>				
	Fire Protection	78,500	78,899	79,304
	Emergency Measures			
	Bylaw Enforcement	4,000	4,056	4,113
<b>Total Protective Services:</b>		<b>82,500</b>	<b>82,955</b>	<b>83,416</b>
<b>Public Works:</b>				
	Water Service	858,413	799,451	810,643
	Sewer Service	626,671	635,444	644,340
	Waste Management	250,794	253,255	255,751
	Other Revenue	205,473	207,268	213,978
<b>Total Public Works:</b>		<b>1,941,351</b>	<b>1,895,418</b>	<b>1,924,712</b>
<b>Public Health - Cemetery</b>				
		3,000	3,042	3,085
<b>Planning</b>				
		125,000	125,210	125,423
<b>Recreation:</b>				
	Recreation Common	34,868	35,356	35,851
	Programming & Events	60,100	60,941	61,795
	AMFRC	52,176	52,907	53,648
	Water Front	47,000	47,658	48,325
	Pool	31,894	32,341	32,793
	Green Space	11,994	12,162	12,332
<b>Total Recreation:</b>		<b>238,033</b>	<b>241,365</b>	<b>244,744</b>
<b>TOTAL REVENUE:</b>		<b>8,036,436</b>	<b>8,073,138</b>	<b>8,186,680</b>

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

		FINAL	Provisional	Provisional
<b>EXPENDITURES:</b>		2018	2019	2020
<b>General Municipality:</b>				
	Mayor and Council	167,378	137,441	139,365
	Elections/Referendums	13,000	-	-
	Grants/Subsidies	147,500	149,565	151,659
	Administration	1,298,914	1,247,098	1,264,558
	Other Property Expenses	18,230	18,459	18,692
	Municipal Safety Program	16,428	16,658	16,891
<b>Total General Municipality:</b>		<b>1,661,449</b>	<b>1,569,221</b>	<b>1,591,164</b>
<b>Special Projects/Events</b>		-	-	-
<b>Cable</b>		<b>274,197</b>	<b>277,616</b>	<b>281,082</b>
<b>Protective Services:</b>				
	Fire Protection	477,183	483,864	490,638
	Emergency Measures	28,782	29,185	29,594
	Bylaw Enforcement	124,806	126,553	128,325
<b>Total Protective Services:</b>		<b>630,771</b>	<b>639,602</b>	<b>648,556</b>
<b>Public Works:</b>				
	Common	303,908	295,359	299,434
	Roads and Streets - Summer	129,991	131,811	133,656
	Roads and Streets - Winter	269,087	272,855	276,675
	Sidewalks	51,490	52,211	52,942
	Dock	16,612	16,942	17,277
	Surface Drainage	86,999	88,217	89,452
	Water Services	1,125,291	1,059,785	1,074,622
	Sewer Services	313,499	317,888	322,338
	Waste Water Treatment Plant	210,000	214,200	218,484
	Waste Management	357,399	361,521	365,700
	Other	468,919	475,484	482,141
<b>Total Public Works:</b>		<b>3,333,196</b>	<b>3,286,272</b>	<b>3,332,720</b>
<b>Public Health - Cemetery</b>		<b>15,000</b>	<b>15,210</b>	<b>15,423</b>
<b>Planning</b>		<b>340,521</b>	<b>284,309</b>	<b>288,289</b>
<b>Recreation:</b>				
	Recreation Common	368,344	373,500	378,729
	Programming & Events	263,816	267,510	271,255
	AMFRC	621,361	627,311	636,093
	Water Front	66,299	67,227	68,169
	Pool	299,609	303,804	308,057
	Green Space	291,631	295,714	299,854
<b>Total Recreation:</b>		<b>1,911,060</b>	<b>1,935,066</b>	<b>1,962,157</b>
<b>TOTAL EXPENDITURES:</b>		<b>8,166,195</b>	<b>8,007,295</b>	<b>8,119,392</b>
<b>NET OPERATING SURPLUS BEFORE RESERVE TRANSFER</b>		-	65,844	67,288
<b>NET SURPLUS/DEFICIT</b>		-	65,844	67,288

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

	FINAL	Provisional	Provisional
	2018	2019	2020
<b>RESERVE TRANSFERS:</b>			
<b>Transfer from Restricted Reserves:</b>			
Admin: Recapture of Network Charge by Dep't.	15,000		
PW: Transfer in from Waste Mngt. Reserve	40,000		
Cable: Transfer in from reserve			
Planning: Transfer in from reserve			
PW Equipment Replacement Reserve	46,000		
Admin Computer Network/Equipment Reserve			
Admin Capital Reserve	30,000		
Recreation Equipment Reserve	123,000		
Recreation Capital Reserve	40,000		
Protective Services Equipment Reserve	114,296		
Contribution from Capital Reserves -Waste			
Contribution from Capital Reserves - Roads	5,000		
<b>Total Transfers From Restricted Reserves:</b>	<b>413,296</b>	-	-
<b>Transfer to Restricted Reserves:</b>			
Asset Management - Buildings			
Asset Management - Equipment Replacement			
Asset Management - Engineer Structures			
Asset Management - Transportation			
<b>Reserves (Bylaw #12-14):</b>			
Parking Reserve			
Load Capacity Reserve	20,000	20,000	20,000
Heritage Reserve	31,500	31,200	31,200
Land Development Reserve		-	-
Capital Contingent 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
Winter/drainage maintenance Reserve	18,000	18,252	18,508
Roads Reserve	5,000	5,070	5,141
General Administration reserve	-	45,000	45,000
Waste Management Reserve	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
<b>Transfer to Restricted Reserves:</b>	<b>566,640</b>	<b>625,248</b>	<b>635,290</b>
<b>Total Transfer to Restricted Reserves</b>	<b>566,640</b>	<b>625,248</b>	<b>635,290</b>
<b>NET RESERVE TRANSFER FOR FUNDING AND REPLINISHING OF CAPITAL R</b>	<b>153,344</b>	<b>625,248</b>	<b>635,290</b>
<b>NET OPERATING SURPLUS AFTER RESERVE TRANSFER</b>	<b>-</b>	<b>283,103</b>	<b>-</b>
<b>NON OPERATING EXPENSES:</b>		-	-
<b>Transfer to Principal Payment - Long Term Debt</b>	<b>926,989</b>		
<b>Payments for Principal Amount</b>			
<b>Capital Projects funded through Operating Funds</b>		-	-
<b>Lot Development</b>		-	-
<b>Cost recovery - Lot Development 2014</b>		-	-
<b>Sale/purchase of Lots</b>	<b>120,000</b>		

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

Returned of Land Purchase by Chief Issac	40,375			
Purchase of Gravel/Chemical for Inventory		-		-
Change in Inventory Gravel		-		-
Transfer: Road Reserve to purchase Inventory		-		-
<b>TOTAL NON OPERATING EXPENSES:</b>	<b>1,087,364</b>	<b>-</b>		<b>-</b>
<b>NET OPERATING SURPLUS AFTER NON OPERATING EXPENSES:</b>	<b>- 1,370,467</b>	<b>- 559,404</b>		<b>- 568,002</b>
<b>TRANSFER FROM UNRESTRICTED RESERVE FOR BALANCE BUDGET:</b>	<b>1,370,467</b>	<b>559,404</b>		<b>568,002</b>
<b>NET CASH SURPLUS/DEFICIT</b>	<b>0</b>	<b>0</b>		<b>0</b>

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
Command Vehicle	PS	45,000	A
SCBA Gear	PS	19,296	A
Miscellaneous Recreation Equipment CP# 21	REC	5,000	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
<b>Pool upgarde - C18-03-02 See Rec pool upgrade</b>	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 Membrane & Struts & Flooring	REC	-	See C18-03-02
Recreation Centre Seismic Upgrades	REC	145,000	B
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	417,450	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
<b>Total Dawson Capital Expenditures</b>		<b>2,568,960</b>	
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	

<b>Total YG Capital Expenditures</b>		<b>6,728,000</b>	
<b>Summary of Capital Expenditures</b>		<b>9,296,960</b>	
<b>Funding Sources</b>		<b>2018 Amount</b>	
Government of Yukon (25%)		1,682,000.00	
Canada Clean Water and Wastewater Fund (75%)		5,046,000.00	
<b>Total Funding Sources</b>		<b>6,728,000</b>	
<b>Funding Sources</b>		<b>2018 Amount</b>	
A - Reserves		413,296	
B - Gas Tax Funding		1,612,700	
C - Accumulated Surplus (Approved from Surplus)			
D - Current Operating Funds			
E - Other Grant Funding		100,000	
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	
<b>Total Funding Sources</b>		<b>9,296,960</b>	-

City of Dawson

2018 Capital Project Plan

Administration

Projects:	Project Value	Funding Source	2018	2019	2020	2021	2022	Future
<b>Expenses:</b>								
Restoration of CBC Building	1,227,000	A/G/E	417,450					
Records Management CP14	50000	B	50,000					
<b>Total Capital Projects</b>	<b>1,327,000</b>		<b>467,450</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Funding:</b>								
A - Reserves								
B - Gas Tax Funding			347950					
C - Accumulated Surplus (Approved from Surplus)								
D - Current Operating Funds								
E - Other Grant Funding			100,000					
F- CDF								
G - YG Contribution Agreement			19,500					
H - Other Funding (KVA, Insurance Claim)								
<b>I - Project Dependant on funding Source Secured</b>								
<b>Total Funding</b>			<b>467,450</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

City of Dawson  
2018 Capital Project Plan  
Public Works

Projects:	Project Value	Funding Source	2018	2019	2020	2021	2022	Future
<b>Expenses:</b> (with funding source by letter)								
<b>Water System:</b>								
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
<b>Sewer System:</b>								
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
<b>Storm System:</b>								
Storm Drainage Flood Gates	TBA	I						TBA
<b>Waste Management:</b>								
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					

<b>Total Capital Projects</b>	<b>48,922,451</b>	<b>-</b>	<b>7,213,000</b>	<b>12,389,000</b>	<b>15,120,000</b>	<b>70,000</b>	<b>4,070,000</b>	<b>4,000,000</b>
<b>Funding:</b>								
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			
<b>Total Funding</b>			<b>7,213,000</b>	<b>12,389,000</b>	<b>15,120,000</b>	<b>70,000</b>	<b>4,070,000</b>	<b>4,000,000</b>

City of Dawson

2018 Capital Project Plan

Protective Services

Projects:	Project Value	Funding Source	2018	2019	2020	2021	2022	Future
<b>Expenses:</b> (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			
<b>Total Capital Projects</b>	<b>655,000</b>		<b>300,000</b>	<b>295,000</b>	<b>60,000</b>	<b>-</b>		<b>-</b>
<b>Funding:</b>								
A - Reserves				75,000	60,000			
B - Gas Tax Funding			175,000					
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)								
<b>I - Project Dependant on funding Source Secured</b>				220,000				
<b>Total Funding</b>			<b>300,000</b>	<b>295,000</b>	<b>60,000</b>	<b>-</b>		<b>-</b>

City of Dawson  
 2018 Capital Project Plan  
 Recreation

Projects:	Project Value	Funding Source	2018	2019	2020	2021	Future
<b>Expenses:</b>							
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 - See C18-03-02	293,750	B		293,750			
Recreation Centre Seismic Upgrades	145,000	B	145,000				
Minto Park Playground Resurfacing	100,000	I		100,000			
<b>Recreation Centre Planning</b>	40,000	A	40,000				
Gazebo Repairs	25,000	I		25,000			
<b>Pool upgrade - C18-03-02</b>	306,250	B	306,250				
<b>Total Capital Projects</b>	<b>6,552,203</b>		<b>938,214</b>	<b>518,750</b>	<b>100,000</b>	<b>-</b>	<b>-</b>
<b>Funding:</b>							
A - Reserves			40,000				
B - Gas Tax Funding			510,250	393,750	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				
<b>I - Project Dependant on funding Source Secured</b>			100,000	125,000			
<b>Total Funding</b>			<b>938,214</b>	<b>518,750</b>	<b>100,000</b>	<b>-</b>	<b>-</b>

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
<b>Total Expenditure</b>		<b>40,000</b>	<b>31,500</b>	<b>21,000</b>	<b>56,000</b>	<b>7,500</b>	<b>7,500</b>	<b>6,500</b>	<b>16,000</b>	<b>60,000</b>	<b>-</b>	<b>51,500</b>

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
<b>Administration Reserve YE Balance</b>	<b>\$34,501</b>	<b>\$50,001</b>	<b>\$74,001</b>	<b>\$63,001</b>	<b>\$100,501</b>	<b>\$138,001</b>	<b>\$176,501</b>	<b>\$205,501</b>	<b>\$190,501</b>	<b>\$235,501</b>	<b>\$229,001</b>

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 every 20 years
IHC Dump Truck	1982	\$100,000										100,000	Replace every 20 years
Ford (pumphouse service truck)	2012	\$60,000					60,000						Replace every 10 years
Nissan Rogue	2017	\$30,000										30,000	Replace every 10 years
GMC 1/2 Ton Pick-up (landfill truck)	1997	\$35,000							35,000				Replace every 20 years
Toyota Tacoma (on call truck)	2009	\$40,000	40,000										Replace every 9 years
Ford F350 XL 4x4 (plow truck)	2009	\$40,000		40,000									Replace every 10 years
EIS 15kw Mobile Generator	1998	\$10,000						10,000					Replace every 25 years
420F IT Caterpillar Backhoe Loader	2016	\$140,000								140,000			Replace every 9 years
Public works dodge van	2016	\$40,000									40,000		Replace every 10 years
Building Maintenance dodge van	2015	\$40,000								40,000			Replace every 10 years
420E IT Caterpillar Backhoe Loader solid rubber tires	2017	\$15,000								15,000			Replace every 9 years
Ford 1/2 Ton Pickup (Norm's truck)	1993	\$30,000						30,000					Replace every 20 years
Electrofusion Machine	2018	\$6,000	6,000										Replace every 20 years
<b>Total Expenditures</b>		<b>695,000</b>	<b>46,000</b>	<b>40,000</b>	<b>105,000</b>	<b>-</b>	<b>60,000</b>	<b>40,000</b>	<b>35,000</b>	<b>195,000</b>	<b>40,000</b>	<b>130,000</b>	<b>-</b>

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
<b>PW - Equip. Replace Reserve YE Balance</b>	<b>\$99,976</b>	<b>\$129,976</b>	<b>\$94,976</b>	<b>\$164,976</b>	<b>\$174,976</b>	<b>\$204,976</b>	<b>\$239,976</b>	<b>\$114,976</b>	<b>\$144,976</b>	<b>\$84,976</b>

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
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	45,000										
Rescue Trailer	2009	\$9,000											9,000
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
<b>Total Expenditure</b>		<b>1,242,203</b>	<b>114,296</b>	<b>20,283</b>	<b>81,321</b>	<b>12,947</b>	<b>-</b>	<b>-</b>	<b>54,000</b>	<b>-</b>	<b>-</b>		

PS Reserve Opening Balance	\$22,243	<b>-\$30,053</b>	\$11,664	\$343	\$27,396	\$67,396	\$107,396	\$93,396	\$133,396	\$173,396	
Current Year Equipment Expenditures	\$114,296	\$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		
PS Capital Lease Payment	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>				
<b>PS Reserve YE Balance</b>	<b>-\$30,053</b>	<b>\$11,664</b>	<b>\$343</b>	<b>\$27,396</b>	<b>\$67,396</b>	<b>\$107,396</b>	<b>\$93,396</b>	<b>\$133,396</b>	<b>\$173,396</b>	<b>\$173,396</b>	

City of Dawson  
10 Year Equipment Replacement Plan  
RECREATION

Description	Model Year	Replacement Cost	2018	2019	2020	2021	2022	2023	2024	2025	2026	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							
<b>ena Kitchen Equipment Replacement</b>												
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									
<b>eight Room Equipment Replacement</b>												
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							
Misc Equip CP21	2018	\$5,000	5,000									
<b>Total Expenditure</b>		<b>657,500</b>	<b>128,000</b>	<b>151,000</b>	<b>41,000</b>	<b>45,000</b>	<b>-</b>	<b>40,000</b>	<b>16,500</b>	<b>10,000</b>	<b>-</b>	<b>230,000</b>

Recreation Reserve Opening Balance	\$209,075	\$116,075	\$100,075	\$94,075	\$99,075	\$149,075	\$144,075	\$162,575	\$182,575
Current Year Equipment Expenditures	\$128,000	\$151,000	\$41,000	\$45,000	\$0	\$40,000	\$16,500	\$10,000	\$0
Outside Financing		\$100,000							
Recreation Reserve Contribution	\$35,000	\$35,000	\$35,000	\$50,000	\$50,000	\$35,000	\$35,000	\$30,000	\$30,001
Recreation Capital Project Withdrawal									
<b>Recreation Reserve YE Balance</b>	<b>\$116,075</b>	<b>\$100,075</b>	<b>\$94,075</b>	<b>\$99,075</b>	<b>\$149,075</b>	<b>\$144,075</b>	<b>\$162,575</b>	<b>\$182,575</b>	<b>\$212,576</b>

March 20, 2018

City of Dawson  
P.O. Box 308  
Dawson City, Yukon  
Y0B 1G0

Sent via e-mail: [cfo@cityofdawson.ca](mailto:cfo@cityofdawson.ca)

**Attention: Council Members**

Dear Council Members:

**Re: 2017 AUDIT PLANNING**

**A. INTRODUCTION**

The objectives of this letter are as follows:

- a) To communicate clearly with Council our responsibilities in relation to the financial statement audit, and provide an overview of the planned scope and timing of the audit;
- b) To obtain from Council information relevant to the audit;
- c) To provide Council with timely observations arising from the audit that are significant and relevant to Council's responsibility to oversee the financial reporting process; and
- d) To promote effective two-way communication between the auditor and Council.

Clear two-way communication between the auditor and those charged with governance is an integral part of every audit. After reviewing this letter please advise us whether there are additional areas of concern to Council which we should consider.

This letter should not be distributed without the prior consent of Metrix Group LLP and Metrix Group LLP accepts no responsibility to a third party who uses this communication.

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**B. SERVICES TO BE PROVIDE**

We have been engaged by Council to perform the following services:

**a) Audit services**

- Audit of the City of Dawson (the “City”) financial statements.

**b) Non-audit services**

- We have not been engaged to provide any non-audit services.

**C. AUDITOR INDEPENDENCE**

At the core of the provision of external audit services is the concept of independence. Canadian Auditing Standards recommends that we communicate to Council, at least annually, all relationships between our firm and the City of Dawson that, in our professional judgment, may reasonably be thought to bear on our independence.

We are currently not aware of any relationships between the City and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence. We will provide our annual letter confirming our independence up to the date of our report at the conclusion of the audit.

**D. AUDITOR RESPONSIBILITIES**

It is important for Council to understand the responsibilities that rest with the City and its management and those that belong to the auditor in relation to the financial statement audit.

Our audit of the City’s financial statements will be performed in accordance with Canadian Auditing Standards. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements present fairly, in all material respects, the financial position, results of operations and cash flows of the City in accordance with Canadian public sector accounting standards. Accordingly, we will plan and perform our audit to provide reasonable, but not absolute, assurance of detecting fraud and errors that have a material effect on the financial statements taken as a whole, including illegal acts whose consequences have a material effect on the financial statements.

Canadian Auditing Standards does not require the auditor to design procedures for the purpose of identifying supplementary matters to communicate to Council.

**E. MANAGEMENT RESPONSIBILITIES**

Management is responsible for the preparation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

**F. PLANNED SCOPE AND TIMING OF THE AUDIT**

In gathering our audit evidence, we will utilize an approach to the audit of the City that allows us to issue an audit opinion on the financial statements in the most cost-effective manner, while still obtaining the assurance necessary to support our audit opinion. In performing our audit, our work will be focused on, but not limited to, areas that we believe have a higher risk of being materially misstated.

To assess risk correctly, we will require a clear understanding of the City's business and the environment it operates in. We will gain this understanding primarily through discussions with management and staff.

**Audit Strategy**

Based on our knowledge of the City's operations, we anticipate utilizing a combination of tests of relevant internal controls and substantive procedures (analysis of data and obtaining direct evidence as to the validity of the items such as third-party confirmation). This type of approach is more appropriate when an entity processes a high volume of transactions and has strong internal controls. By obtaining some of our assurance through tests of controls, we can reduce the substantive procedures that are required.

**Materiality**

Materiality in an audit is used as a guide for planning the nature and extent of audit procedures and for assessing the sufficiency of audit evidence gathered. It is also used in evaluating the misstatements found and determining the appropriate audit opinion to express.

A misstatement, or the aggregate of all misstatements in financial statements, is considered to be material if, in the light of surrounding circumstances, it is probable that the decision of a person who is relying on the financial statements, and who has a reasonable knowledge of business and economic activities (the user), would be changed or influenced by such misstatement or the aggregate of all misstatements. The materiality decision ultimately is based on the auditors' professional judgment.

Canadian Auditing Standards require the use of both quantitative and qualitative factors in determining materiality. In planning our audit, we have concluded that a materiality level of 2% of revenue is appropriate. However, we anticipate that management will record any adjustments that we propose that are of a non-trivial nature.

### **Management Representations**

Management's representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management's representations in writing to support the content of our report.

### **Audit Team**

We will provide skilled professionals who have experience working on local government audits as follows:

Phil Dirks, CPA, CA	Engagement Partner
Curtis Friesen, CPA, CA	File Quality Review Partner
Jeff Alliston, CPA, CA	Senior Manager
Stephen Webber, CPA	Manager
Bradley Krysa (CPA student)	Audit Junior

### **Timing of the Audit**

The year-end audit fieldwork is scheduled to take place on May 21, 2018.

We anticipate presenting the audited financial statements to Council in June 2018.

### **G. AUDIT FEES**

We understand that the City demands value and we strive to provide the highest quality services while working with the City to control costs. We previously (letter dated June 8, 2015) provided an estimate our audit fees for the 2017 fiscal year will be \$23,500.

The above fee estimate, which does not include Goods and Services tax or out-of-pocket expenses, is based on the assumption our responsibilities will be limited to the expression of an opinion on the City's financial statements. We will not be required to perform accounting work, prepare working papers, or provide any other non-audit responsibilities.

### **H. NEW AND REVISED PUBLIC SECTOR ACCOUNTING BOARD STANDARDS**

The following is a summary of recently issued *Public Sector Accounting Board* pronouncements. We encourage the City's accounting staff to review these to determine the potential impact to the City.

#### **Effective Fiscal Years Beginning on or After January 1, 2017**

##### *Introduction to Public Sector Accounting Standards (Amended)*

- Now provides the framework to be followed by government partnerships.

**Effective Fiscal Years Beginning on or After April 1, 2017 (earlier adoption is permitted)**

*PS 2200 - Related Party Disclosures (new)*

- Related parties exist when one party has the ability to control or share control over the other party and can be either an entity or an individual. Individuals that are key management personnel or close family members may also be related parties.
- Disclosure is only required when the transactions between related parties take place at a value other than what would have been recorded if they were not related **and** the transactions could have a material financial impact on the financial statements.

*PS3210 - Assets (new)*

- Provides a definition of assets.

*PS 3320 - Contingent Assets (new)*

- Defines and establishes disclosure standards for contingent assets.

*PS 3380 - Contractual Rights (new)*

- Defines contractual rights to future assets and revenue and establishes disclosure requirements.

*PS 3420 - Inter-Entity Transactions (new)*

- Specifies how to account for transactions between public sector entities **within** the government reporting entity and relates to the measurement of related party transactions the provider and the recipient.

**Effective Fiscal Years Beginning on or After April 1, 2018 (earlier adoption is permitted)**

*PS 3430 - Restructuring Transactions (new)*

- Establishes standards for recognizing and measuring the assets and liabilities transferred in a restructuring transaction.
- The transfer of assets and liabilities in a restructuring transaction will be accounted for at their carrying amounts at the transaction date.

**I. REQUESTS OF COUNCIL**

During the course of your duties as Council, you may become aware of additional areas of concern from an audit perspective that you would like us to address. We welcome discussion on any areas of audit concern that you may have.

Additionally, we request that you inform us (prior to the commencement of our year-end work) whether Council has knowledge of any actual, suspected, or alleged fraud affecting the City.

**J. COMMUNICATION OF THE RESULTS**

At the completion of our audit, we will communicate to Council matters arising from the financial statement audit. Our communication will include the following:

- Matters required to be communicated to the Council under Canadian Auditing Standards including possible fraudulent activities, possible illegal acts, significant weaknesses in internal control and certain related party transactions;
- Our views about significant qualitative aspects of the City's accounting practices, including accounting policies, accounting estimates, and financial statement disclosures;
- Other matters, if any, arising from the audit that, in our professional judgment, are significant to the oversight of the financial reporting process; and
- Any other matters previously agreed to with Council.

We trust this communication will provide you with an update on the current developments within the accounting profession, as well as clarify our responsibility and audit approach.

Please do not hesitate to contact us about any of the above items or other matters of concern to the City Council.

Yours truly,

**METRIX GROUP LLP**



Philip J. Dirks, CPA, CA  
Partner

PJD/law

cc: Christine Smith, Acting Chief Administrative Officer



**METRIX GROUP** LLP

CHARTERED PROFESSIONAL  
ACCOUNTANTS

**Same direction since 1962.  
New name on January 31, 2018.**

EDMONTON

LLOYDMINSTER

WHITECOURT

[METRIXGROUP.CA](http://METRIXGROUP.CA)

**Hawkings Epp Dumont LLP  
is changing its name to  
Metrix Group LLP effective  
January 31, 2018.**

Since our beginnings in 1962, the direction of our firm has been shaped and guided by several generations of partners, and we have been fortunate enough to experience a significant amount of growth. The name 'Metrix Group LLP' gives us even more room to grow and provides consistency to our clients as the firm continues to evolve.



**WEBSITE**  
metrixgroup.ca

Our new website has a refreshed layout that is mobile friendly and makes it easier for you to find what you're looking for.



**EMAIL**  
name@metrixgroup.ca

Our new email addresses will use the domain "@metrixgroup.ca". Visit our website for our staff directory.



**SOCIAL MEDIA**  
@metrixgroupllp

Follow us on Facebook, Instagram, Twitter and LinkedIn.

With a new name comes a bit of change.

These are the main items to be aware of - no action is required on your part, aside from updating your records to include our new name, or passing on the news to anyone else that might need to know.

## WHAT'S NEW?

### Hawkings Epp Dumont LLP is becoming Metrix Group LLP effective January 31, 2018.

Since our beginnings in 1962, the direction of our firm has been shaped and guided by several generations of partners. Through their effective leadership, we have been very fortunate to experience a significant amount of growth. To allow us even more room to grow, and to provide consistency to our clients as we continue to evolve, we look forward to many more years of growth as Metrix Group LLP.



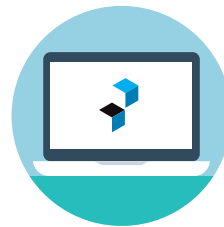
#### LOGO

With a new name comes a new logo. To leverage existing familiarity with our brand, no major changes have been made. The wordmark has been updated to say Metrix Group LLP and the CPA descriptive style has been revised to comply with recent legislation changes.



#### SIGNAGE

Each Metrix Group LLP office will be updated with new exterior signage to make sure our clients know where to find us. Interior signage will be updated at a later date.



#### WEBSITE

[metrixgroup.ca](http://metrixgroup.ca)

Our website will be updated to reflect our new name and will be overhauled with a brand new look and layout. The new website will be mobile friendly, easier to navigate, and will reemphasize use of our client portal for transfer of large files or sensitive client information.



#### EMAIL

[name@metrixgroup.ca](mailto:name@metrixgroup.ca)

In tandem with the website domain change, our email addresses will be updated. This will not take effect until January 31st, so watch for the change. Our old email addresses will be forwarded to our new email addresses for one year, just in case you send something to an old account, we'll still get it.



#### SOCIAL MEDIA

[@metrixgroupllp](https://www.facebook.com/metrixgroupllp)

To expand the reach of our firm, we're diving into the world of social media. Metrix Group LLP will have profiles on Facebook, Instagram, Twitter and LinkedIn. We look forward to following you, and sharing what we're up to as well.



## WHY 'METRIX GROUP'?

Our Partners deliberated long and hard in the selection of a name that would accurately represent our identity and cultivate positive meaning over time. The name 'Metrix Group LLP' has three significant components that work together to define our firm's identity and communicate our values:



### METRICS

An ordinary word meaning a system or standard of measurement, 'metrics' speaks to our firm's standard of providing excellent service in all circumstances. It represents our measurement of success through the relationships we establish with our clients and through our reputation as experts in our field.



### THE LETTER X

You'll notice we made a slight alteration to the word 'metrics', ending instead with the letter X. In algebra, X represents an unknown value defined by solving an equation. This is similar in nature to the work we do for our clients. We use our knowledge of industry standards and best practices to solve for 'X' - we help our clients to make informed decisions in order to navigate through unique challenges.

X is also the symbol for multiplication, in this case representing growth. Our insightful analysis and precise measurement facilitates our clients' growth, and our own, as we open new offices, hire new staff and mentor them in developing their careers.



### GROUP

The word 'group' places emphasis on the contributions of our firm as a whole, rather than the contributions of a few individuals. Through effective leadership and teamwork, we thrive together. One key member of our team is our valued clients, who we look forward to serving for many years to come.



RECEIVED  
MAR 28 2018



Office of the Minister  
Box 2703, Whitehorse, Yukon Y1A 2C6

March 19, 2018

His Worship, Wayne Potoroka  
City of Dawson  
Box 308  
Dawson City, Yukon Y0B 1G0

Dear Mayor <sup>Wayne</sup> Potoroka,

**Re: Dawson Recreation Center**

Thank you for your letter of January 8, 2018, indicating The City of Dawson council's preference to pursue the construction of a new recreation facility. We acknowledge the work that the City of Dawson has undertaken to arrive at this decision. Thank you also for providing the report detailing the recreation options for your municipality. After reviewing the report, we understand that although the proposal includes options for rehabilitation of the existing facility, Council prefers to work towards the design and construction of a new recreation facility.

Recreation is an important part of a healthy lifestyle in the Yukon, and recreation options are key to resident retention and quality of life. It is important to this government that all Yukoners have access to modern and functional recreation facilities. We understand that the Art and Margaret Fry Recreation Centre is a vital piece of infrastructure for the residents of Dawson and appreciate the need to establish a plan for ensuring that the recreation needs of the community are being served.

Currently, the Yukon government is working closely with Yukon municipalities and First Nations to compose a list of infrastructure priorities throughout the territory. The construction of a new recreation centre in Dawson has been identified as a priority for your community and has been added to the Dawson infrastructure priority list.

We are negotiating with federal officials to finalize details of the new Investing in Canada Infrastructure Program. As you are aware, there are ongoing discussions with the Association of Yukon Communities, municipalities and Yukon First Nations as we move toward finalizing an Integrated Bilateral Agreement with Canada this spring. Once the details of the fund become clear, we look forward to working in partnership with the City of Dawson to identify how these funds will support your priorities. In the mean time, we have asked officials from the Sport and Recreation branch to work with your officials to discuss recreation needs.

Thank you for keeping us apprised of the City of Dawson's interests. We look forward to our continued conversations regarding this important project.

Sincerely,

Sandy Silver  
Premier of Yukon

Sincerely,

John Streicker  
Minister of Community Services

c. Larry Bagnell, Member of Parliament



**MINUTES OF SPECIAL COMMITTEE OF WHOLE CW18-09** of the council of the City of Dawson called for 7:00 PM on Monday, March 5, 2018 in the City of Dawson Council Chambers.

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

**ALSO PRESENT:** CAO Cory Bellmore  
Interim CAO Christine Smith  
EA Heather Favron  
CFO Obrian Kydd  
PW Superintendent Louis Gerberding

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**Agenda Item:** Call to Order

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The Chair, Wayne Potoroka, called the meeting to order at 7:12 PM.

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**Agenda Item:** Agenda

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**CW18-09-01** Moved by Councillor MacArthur, seconded by Councillor Kendrick that the agenda for special committee of the whole meeting #CW18-09 be accepted as presented.  
Carried 5-0

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**Agenda Item:** Bylaws

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Bylaw #2018-03 - 2018 Annual Operating Budget and Capital Expenditure Program Bylaw, Bylaw #2018-04 - 2018 Tax Levy Bylaw, and Bylaw #2018-05 - Fees and Charges 2018 Amendment to Bylaw #13-05 Bylaw

The Committee requested administration report back with the following information:

- confirm net increase to CMG as a result of inclusion of fire suppression
  - cash flow amount required for city operations
  - restricted reserve amounts
  - unrestricted reserve amounts
  - list of budget items proposed to be funded from unrestricted reserves
  - confirm adequate amounts are budgeted for in the human resource fund
- 

**Agenda Item:** In Camera Session

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**CW18-09-02** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole move into a closed session for the purposes of discussing financial related matters as authorized by section 213 (3) of the Municipal Act.  
Carried 5-0

**CW18-09-03** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to an open session of committee of whole and proceed with the agenda.  
Carried 5-0

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**Agenda Item:** Adjournment

---

**CW18-09-04** Moved by Mayor Potoroka, seconded by Councillor Johnson that special committee of the whole meeting CW18-09 be adjourned at 8:52 PM. Carried 5-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-09 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW18-16-03 AT COMMITTEE OF WHOLE MEETING CW18-16 OF MARCH 26, 2018.**

Original signed by:  
Wayne Potoroka, Chair

Cory Bellmore, CAO

**MINUTES OF COMMITTEE OF WHOLE MEETING CW18-10** of the council of the City of Dawson called for 7:00 PM on Monday, March 12, 2018 in the City of Dawson Council Chambers.

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**PRESENT:**

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

**ALSO PRESENT:**

Interim CAO	Cory Bellmore
EA	Heather Favron
A/PW Superintendent	Mark Dauphinee
Recreation Manager	Marta Selassie
CFO	Obrian Kydd
Project Manager	Trina Buhler
CDO	Clarissa Huffman

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**Agenda Item:** Call to Order

---

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

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**Agenda Item:** Agenda

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**CW18-10-01** Moved by Mayor Potoroka, seconded by Councillor Kendrick that the agenda for committee of the whole meeting #CW18-10 be accepted as presented. Carried 5-0

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**Agenda Item:** Public Hearing

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

The Chair called for submissions.

The Chair called a second time for submissions.

The Chair called a third and final time for submissions.

The Chair declared the Public Hearing closed.

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**Agenda Item:** Adoption of Minutes

---

a) Special Committee of Whole Meeting Minutes CW18-03 of January 29, 2018

**CW18-10-02** Moved by Mayor Potoroka, seconded by Councillor Farr that the minutes of special committee of the whole meeting #CW18-03 of January 29, 2018, be accepted as presented. Carried 5-0

b) Special Committee of Whole Meeting Minutes CW18-04 of February 7, 2018

The committee requested the minutes be amended to reflect the correct time for Councillor Kendrick stepping down from council.

**CW18-10-03** Moved by Councillor Kendrick, seconded by Mayor Potoroka that the minutes of special committee of the whole meeting #CW18-04 of February 7, 2018, be accepted as amended. Carried 5-0

c) Committee of Whole Meeting Minutes CW18-05 of February 19, 2018

**CW18-10-04** Moved by Councillor Kendrick, seconded by Councillor MacArthur that the minutes of committee of the whole meeting #CW18-05 of February 19, 2018, be accepted as presented. Carried 5-0

d) Special Committee of Whole Meeting Minutes CW18-06 of February 21, 2018

The committee requested the minutes be amended to reflect Councillor MacArthur as absent from the meeting.

**CW18-10-05** Moved by Councillor MacArthur, seconded by Mayor Potoroka that the minutes of special committee of the whole meeting #CW18-06 of February 21, 2018, be accepted as amended. Carried 5-0

e) Special Committee of Whole Meeting Minutes CW18-07 of February 22, 2018

**CW18-10-06** Moved by Mayor Potoroka, seconded by Councillor MacArthur that the minutes of special committee of the whole meeting #CW18-07 of February 22, 2018, be accepted as presented. Carried 5-0

f) Special Committee of Whole Meeting Minutes CW18-08 of February 26, 2018

**CW18-10-07** Moved by Councillor MacArthur, seconded by Councillor Kendrick that the minutes of special committee of the whole meeting #CW18-08 of February 26, 2018, be accepted as presented. Carried 5-0

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**Agenda Item:** Special Meeting, Committee, and Departmental Reports

---

a) Information Report RE: Vendor Stall Update

The committee recommended administration reach out to the farming community and community groups to see if there is any interest in taking on the lease.

**CW18-10-08** Moved by Councillor Kendrick, seconded by Councillor MacArthur that Committee of Whole acknowledges receipt of the Information Report RE: Vendor Stall Update; provided for informational purposes. Carried 5-0

---

**Agenda Item:** Special Meeting, Committee, and Departmental Reports

---

a) 2018 Annual Operating Budget and Capital Expenditure Program Bylaw #2018-03

The committee recommended the fire suppression amount of \$50,000, included in base CMG, be separated out to its own line item. The committee agreed that consideration be given to paying down the debenture from unrestricted reserves.

**CW18-10-09** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole forwards bylaw #2018-03 being the 2018 Annual Operating Budget and Capital Expenditure Program Bylaw, as presented, to council with a recommendation to proceed with second reading. Carried 3-2

b) 2018 Tax Levy Bylaw #2018-04

The committee recommended the definitions for bylaw enforcement officer and A/CAO be removed from the bylaw.

**CW18-10-10** Moved by Councillor MacArthur, seconded by Mayor Potoroka that committee of the whole forwards bylaw #2018-04 being the 2018 Tax Levy Bylaw, as presented, to council with a recommendation to proceed with second reading. Carried 5-0

c) Fees and Charges 2018 Amendment to Bylaw #13-05 Bylaw #2018-05

The committee recommended a meeting be held on Friday, March 16, 2018 for discussion regarding water and sewer fees and charges.

The committee requested administration report back with the following information:

- What would be involved to charge reasonable rates at the fill station?
- What is the path forward to cover \$100k shortfall?
- The increased revenue generated from a 7.5% increase to hotel room rates.
- The increased revenue generated from an incremental increase of 1-1.5% to all classes.
- The increased revenue generated from a 3.5% increase to the campground rates
- The increased revenue generated from the proposed 10% increase for schools.

Discussion was held regarding nightly room rentals (air B&B). The committee suggested utilizing existing water and sewer fee structure for addressing these rentals.

**CW18-10-11** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole forwards bylaw #2018-05 being the Fees and Charges 2018 Amendment to Bylaw #13-05 Bylaw to council with a recommendation to proceed with second reading. Carried 4-1

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**Agenda Item:** Correspondence

---

**CW18-10-12** Moved by Councillor Kendrick, seconded by Mayor Potoroka that committee of whole acknowledge receipt of the following correspondence:

- Peter Jenkins, Eldorado Hotel RE: Water Service
- Marcia Jordan RE: Water and Sewer Services
- Sgt. Dave Morin, NCOi/c, Dawson City Detachment RE: Policing Priorities for 2018/19
- Minister Pauline Frost RE: Vacancies on the Yukon Hospital Board of Trustees
- Minister Jeanie Dendys RE: Yukon Tourism Development Strategy

For informational purposes. Carried 5-0

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**Agenda Item:** In Camera Session

---

**CW18-10-13** Moved by Councillor Johnson, seconded by Councillor Kendrick that committee of the whole move into a closed session for the purposes of discussing land and legal related matters as authorized by section 213 (3) of the Municipal Act. Carried 5-0

- CW18-10-14** Moved by Mayor Potoroka, seconded by Kendrick that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 5-0
- CW18-10-15** Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole extends meeting CW18-10 not to exceed one hour. Carried 5-0
- CW18-10-16** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole move into a closed session for the purposes of discussing land and legal related matters as authorized by section 213 (3) of the Municipal Act. Carried 5-0
- CW18-10-17** 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 5-0

---

**Agenda Item:** Adjournment

---

- CW18-10-18** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole meeting CW18-10 be adjourned at 11:00 PM. Carried 5-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-10 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW18-16-04 AT COMMITTEE OF WHOLE MEETING CW18-16 OF MARCH 26, 2018.**

Original signed by:  
Wayne Potoroka, Chair

Cory Bellmore, CAO

**MINUTES OF SPECIAL COMMITTEE OF WHOLE CW18-11** of the council of the City of Dawson called for 12:00 PM on Wednesday, March 14, 2018 in the City of Dawson Council Chambers.

---

**PRESENT:** Mayor Wayne Potoroka  
Councillor Jay Farr  
Councillor Stephen Johnson  
Councillor Kyla MacArthur

**ABSENT:** Councillor Bill Kendrick

**ALSO PRESENT:** CAO Cory Bellmore  
EA Heather Favron  
CDO Clarissa Huffman

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**Agenda Item:** Call to Order

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The Chair, Wayne Potoroka, called the meeting to order at 12:00 PM.

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**Agenda Item:** Agenda

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**CW18-11-01** Moved by Mayor Potoroka, seconded by Councillor MacArthur that the agenda for special committee of the whole meeting #CW18-11 be accepted as presented.  
Carried 4-0

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**Agenda Item:** Request for Decision RE: Klondike Development Organization Options

---

**CW18-11-02** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole forward the Request for Decision RE: Klondike Development Organization Options, with a recommendation to proceed with the transfer of title by bylaw for lot 13 and Part of lot 12, Block I, Ladue Estate, to Klondike Development Organization.  
Carried 4-0

---

**Agenda Item:** In Camera Session

---

**CW18-11-03** Moved by Councillor MacArthur, seconded by Councillor Johnson that committee of the whole move into a closed session for the purposes of discussing a legal related matter as authorized by section 213 (3) of the Municipal Act.  
Carried 4-0

**CW18-11-04** Moved by Mayor Potoroka, seconded by Councillor Johnson that the committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda.  
Carried 4-0

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**Agenda Item:** Adjournment

---

**CW18-11-05** Moved by Mayor Potoroka, seconded by Councillor MacArthur that special committee of the whole meeting CW18-11 be adjourned at 12:39 PM.  
Carried 4-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-11 WERE APPROVED BY  
COMMITTEE OF WHOLE RESOLUTION #CW18-16-05 AT COMMITTEE OF WHOLE MEETING  
CW18-16 OF MARCH 26, 2018.**

Original signed by:  
Wayne Potoroka, Chair

Cory Bellmore, CAO

**MINUTES OF SPECIAL COMMITTEE OF WHOLE CW18-12** of the council of the City of Dawson called for 12:00 PM on Friday, March 16, 2018 in the City of Dawson Council Chambers.

---

**PRESENT:**

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

**ALSO PRESENT:**

CAO	Cory Bellmore
EA	Heather Favron
CDO	Mark Dauphinee
PW Assistant	Amanda King
CFO	Obrian Kydd

---

**Agenda Item:** Call to Order

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The Chair, Wayne Potoroka, called the meeting to order at 12:01 PM.

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**Agenda Item:** Agenda

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- CW18-12-01** Moved by Mayor Potoroka, seconded by Councillor MacArthur that the agenda for special committee of the whole meeting #CW18-12 be accepted as amended. Carried 5-0
- CW18-12-02** Moved by Mayor Potoroka, seconded by Councillor MacArthur that Committee of Whole accepts 2018 Annual Operating Budget and Capital Expenditure Program Bylaw #2018-03 as a time sensitive item pursuant to Section 7(1) of Bylaw #11-12 being the Council Proceedings Bylaw and adds this item to the agenda. Carried 5-0
- CW18-12-03** Moved by Mayor Potoroka, seconded by Councillor MacArthur that the agenda for special committee of the whole meeting #CW18-12 be accepted as amended. Carried 5-0
- 

**Agenda Item:** Fees and Charges 2018 Amendment to Bylaw #13-05 Bylaw#2018-05 RE: Water and Sewer Rates

---

The committee requested administration report back with the numbers showing a 1.5% increase across all classes for the next three years.

- CW18-12-04** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole move into a closed session for the purposes of discussing confidential matters related matter as authorized by section 213 (3) of the Municipal Act. Carried 5-0
- CW18-12-05** Moved by Mayor Potoroka, seconded by Councillor Johnson that the committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 5-0
- CW18-12-06** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole recommends water and sewer rates be amended as follows:
- school rate be increased 7.5%
  - hotel, motel, inn, hostel, boarding house, B&B room rate be increased 7.5%, and
  - the residential rate be increased 1.5%
- CW18-12-07** Moved by Mayor Potoroka, seconded by Councillor MacArthur to remove resolution from the table Carried 3-2

- CW18-12-08** Moved by Mayor Potoroka, seconded by Councillor MacArthur that CoW recommends water and sewer rates be amended as follows: - school rate be increased 7.5%  
- hotel, motel, inn, hostel, boarding house, B&B room rate be increased 7.5%. Carried 4-1
- CW18-12-09** Moved by Mayor Potoroka, seconded by Councillor MacArthur that the residential rate be increased 1.5 %
- CW18-12-10** Moved by Mayor Potoroka, seconded by Councillor MacArthur to remove resolution from table. Carried 5-0

---

**Agenda Item:** 2018 Annual Operating Budget and Capital Expenditure Program Bylaw#2018-03

---

- CW18-12-11** Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole amends recommendation #CW18-10-09 as follows: to forward the 2018 Annual Operating Budget and Capital Expenditure Program Bylaw #2018-03, with amended water and sewer revenue, to council with a recommendation to proceed with second reading.  
Carried 5-0

---

**Agenda Item:** Adjournment

---

- CW18-12-12** Moved by Mayor Potoroka, seconded by Councillor Johnson that special committee of the whole meeting CW18-12 be adjourned at 1:21 PM.  
Carried 5-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-12 WERE APPROVED BY  
COMMITTEE OF WHOLE RESOLUTION #CW18-16-06 AT COMMITTEE OF WHOLE MEETING  
CW18-16 OF MARCH 26, 2018.**

Original signed by:  
Wayne Potoroka, Chair

Cory Bellmore, CAO

# Committee Minutes

WEDNESDAY, 2<sup>nd</sup> of August, 2017

19:00

Council Chamber

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**Meeting Type:** Regular

**Meeting:** # HAC 17-12

**Facilitators:** Clarissa Huffman

**Attendees:** Jim Williams (chair), Angharad Wenz (Arrived at 19:10), Greg Dumka, Patrik Pikálek

Meeting Called to order at 19:02

## *Minutes*

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**Agenda Item:** Agenda Adoption

**Presenter:** Jim Williams

**Resolution:** #17-12-01

**Second:** Greg Dumka

THAT the Agenda for Heritage Advisory Committee Meeting HAC 17-10 be accepted as **presented**

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Committee of the Whole

**Presenter:** Greg Dumka

**Resolution:** #17-12-02

**Second:** Jim Williams

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

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Delegations

Paul Adams

**Discussion:** The applicant is looking to construct an addition and a deck on the front of the dwelling. HAC had concerns about the steep slope, the deck being too close to the property line, and the siding. The applicant responded by explaining that the foot of the slope is about 10 feet away from the house, and the setback is over 20 feet, so there should be no issues of privacy or safety. The siding will be board and batten, the same as the existing house. The applicant also wishes to put a two foot square bay in the bedroom extension, with ½ inch corrugated tin siding. The Committee is interested in this proposal and thinks it will be unique. No major concerns noted.

---

**Agenda Item:** Revert to HAC

**Presenter:** Patrik Pikálek

**Resolution:** #17-12-03

**Second:** Angharad Wenz

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

**Discussion:** None

**Votes For:** 4

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Minutes  
**Resolution:** #17-12-04

**Presenter:** Greg Dumka  
**Second:** Patrik Pikálek

THAT minutes for Heritage Advisory Committee meeting #HA17-09 be accepted as presented.

**Discussion:** HAC had concerns that the minutes for #17-11 seem to be skipped. CDO will look into this and see if additional minute can be found and presented at the next meeting.

**Votes For:** 4

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Applications  
**Resolution:** #17-12-05

**Presenter:** Greg Dumka  
**Second:** Angharad Wenz

THAT Application #17-081 be accepted as presented.

**Discussion:** None

**Votes For:** 4

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Unfinished Business

None

**Discussion:** n/a

---

**Agenda Item:** Report

North End Character Statement

**Discussion:** HAC has concerns that the North End is growing rapidly, maybe we should take a closer look at it this winter, and work on a possible modification to the existing grid that works with the topography, that can be shown to Council next time there is a subdivision proposal in the North End. CDO to follow up with a time for a walking tour, as well as the possibility of a Typhoid Cemetery sign. Further discussion tabled until all HAC members have time to read the report.

---

**Agenda Item:** Report

Historic Sites Dredge Tailings Nomination

**Discussion:** HAC generally thinks it is a great idea. Would like to investigate the potential for an interpretation centre, possibly at the turnaround centre, as well as trails going all through the site as a future development. HAC is of the opinion that arguments to reclaim the land are invalid, we need to acknowledge the history. One reservation is that we need housing space, is it the right thing to do to designate this site and remove the possibility of future residential development in the future? Further discussion tabled until all HAC members have time to read the report.

**Discussion:** Perhaps 20% of houses could be board and batten or corrugated metal, the rest needs to be wood siding or log. The other side of the argument is that when people build new, they are limited to materials, in order to give them a maximum variety, we have included board and batten and corrugated metal. HAC decided to table this discussion until a day when there are no delegations so we can dedicate some time to this specific issue.

---

**Agenda Item:** New Business

**Presenter:** Greg Dumka

**Resolution:** #17-12-06

**Second:** Angharad Wenz

THAT Bylaws and Procedures report be accepted as presented.

**Discussion:** Special meetings happen when there is an 'emergency', usually about 3-4 times a year, in the past we have demanded lunch be provided to discourage people from abusing the emergency system. There is some degree of flexibility with agendas only if there is room to add delegations. Add a conflict of interest line in agenda so that Committee members can declare their conflicts before the delegations.

**Votes For:** 4

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Adjournment

**Presenter:** Greg Dumka

**Resolution:** #17-12-7

**Second:** Angharad Wenz

That Heritage Advisory Committee meeting HA17-10 be adjourned at 20:37 hours on the 4<sup>th</sup> of July, 2017.

**Discussion:** None.

**Votes For:** 4

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Community Development Officer**

---

**HAC Chairperson**

# Committee Minutes

WEDNESDAY, 16<sup>th</sup> of August, 2017

19:00

Council Chamber

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**Meeting Type:** Regular

**Meeting:** # HAC 17-13

**Facilitators:** Clarissa Huffman

**Attendees:** Jim Williams (chair), Angharad Wenz, Patrik Pikálek

**Regrets:** Greg Dumka

Meeting Called to order at 19:10

## *Minutes*

---

**Agenda Item:** Agenda Adoption

**Presenter:** Patrik Pikálek

**Resolution:** #17-13-01

**Second:** Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 17-13 be accepted as **presented**.

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Conflict of Interest

**Discussion:** Jim Williams declared a conflict of interest for Agenda Item 5(d). Mr. Williams will step down as chair for this discussion, to be replaced by Angharad Wenz.

---

**Agenda Item:** Committee of the Whole

**Presenter:** Angharad Wenz

**Resolution:** #17-13-02

**Second:** Patrik Pikálek

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

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Delegations

CoD Recreation

**Discussion:** The applicant is looking to construct a set of flower planters at Victory Gardens. HAC expressed concerns regarding the fact that the City has fought hard to keep Victory Gardens historic, and that Parks Canada has put in a lot of the legwork to support this. Questions surrounding this involve whether the planters are temporary or permanent, and what the style will be. HAC would like to have a special meeting or lunch meeting to figure this out, because the more formal and historic we can keep the museum building, the better.

---

**Agenda Item:** Delegations

Wendy Fellers

**Discussion:** The applicant is looking to construct a garage in the rear yard of her commercial property. The garage will have a corrugated metal roof, with hand built board doors with black metal straps, as shown in the artist renderings. The five-foot privacy fence will be made of close-together pickets for privacy, and the windows on the garage are in the same style as on the house. HAC did not express any concerns at this time.

---

**Agenda Item:** Delegations

Mary Ellen Read

**Discussion:** The applicant and agent did not attend the meeting. With the information provide, HAC was unanimously against this proposal. HAC does not want this concentration of housing on one lot, because it would be too dense. The building is too large (3 storeys), and the lot layout is too congested. HAC expressed concerns that the secondary suite was already constructed, and they may not be willing to change any of the features to conform with the Heritage Design Guidelines. HAC would like the opportunity to critique the design of both buildings, should the application move forward.

---

**Agenda Item:** Delegations

Jim Williams

**Discussion:** YHC wants to replace the deck and railings at the Nurse's Residence. The new railings will have straight instead of curved spindles in the service areas, as a standard utility railing. The decorative railings on the front will stay the same. The deck will be painted to match the rest of the building, and the size, shape and massing will stay generally the same. HAC did not express any concerns with this proposal.

---

**Agenda Item:** Revert to HAC

**Presenter:** Patrik Pikálek

**Resolution:** #17-13-03

**Seconder:** Angharad Wenz

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

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Minutes

**Presenter:** Patrik Pikálek

**Resolution:** #17-13-04

**Seconder:** Angharad Wenz

THAT minutes for Heritage Advisory Committee meeting #HA17-012 be accepted as presented.

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Applications  
**Resolution:** #17-12-05

**Presenter:** Patrik Pikálek  
**Second:** Angharad Wenz

THAT Application #17-087 be accepted as presented.

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Applications  
**Resolution:** #17-13-06

**Presenter:** Patrik Pikálek  
**Second:** Angharad Wenz

THAT Application #17-092 be accepted as presented.

**Discussion:** None

**Votes For:** 0

**Votes Against:** 3

**Abstained:** 0

DEFEATED

---

**Agenda Item:** Unfinished Business

None

**Discussion:** n/a

---

**Agenda Item:** Report  
**Resolution:** #17-13-07

North End Character Statement

THAT the North End Character Statement be approved as presented, with requested additional details regarding the Mud Bog Site, the lot patterns, the cemetery, and the Moosehide Slide sightlines.

**Discussion:** Responses to this report were generally positive in nature. Additional details were requested for the Mud Bog area. Additionally, the point was raised that the streetscape has changed over time from the grid pattern to fit in with the topography. HAC would like to see more discussion and detail on that point. HAC also would like to see more detail about the Moosehide Slide, and incorporation of details to strengthen the ability to maintain sight perspective of the Slide. The Committee would also like to see the North End maintained as a lower-density residential neighbourhood, with the commercial aspects less dominant.

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Report  
**Resolution:** #17-13-08

Historic Sites Dredge Tailings Nomination

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

**Discussion:** None

**Votes For:** 3

**Votes Against:**

**Abstained:** 0

CARRIED

---

**Agenda Item:** Report  
**Resolution:** #17-13-09

Guidelines for Materials

THAT the Guidelines for Material Usage be approved as presented.

**Discussion:** HAC would like to ask Trina to create a colour-coded map that shows where the examples used in this report are located. The Committee is comfortable using the Guidelines as a baseline for deciding on development applications, but reserves the right to use context-appropriate judgement.

**Votes For:** 3

**Votes Against:**

**Abstained:** 0

CARRIED

---

**Agenda Item:** New Business  
**Resolution:** #17-13-10

**Presenter:** Patrik Pikálek  
**Second:** Angharad Wenz

THAT the CDO initiate the process to appoint a new member to the Heritage Advisory Committee.

**Discussion:** CDO should also look into firming up relationships with advisory members to sit on the Committee.

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Adjournment  
**Resolution:** #17-13-11

**Presenter:** Angharad Wenz  
**Second:** Patrik Pikálek

That Heritage Advisory Committee meeting HA17-13 be adjourned at 20:51 hours on the 16<sup>th</sup> of August, 2017.

**Discussion:** None.

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

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**Community Development Officer**

---

**HAC Chairperson**

# Committee Minutes

WEDNESDAY, 20<sup>th</sup> of September, 2017

19:00

Council Chamber

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**Meeting Type:** Regular

**Meeting:** # HAC 17-14

**Facilitators:** Clarissa Huffman

**Attendees:** Jim Williams (chair), Angharad Wenz, Patrik Pikálek, Barb Hogan (Advisory)

**Regrets:** Greg Dumka

Meeting Called to order at 19:05

## *Minutes*

---

**Agenda Item:** Agenda Adoption

**Presenter:** Patrik Pikálek

**Resolution:** #17-14-01

**Second:** Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 17-14 be accepted as **presented**.

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Conflict of Interest

**Discussion:** none.

---

**Agenda Item:** Committee of the Whole

**Presenter:** Angharad Wenz

**Resolution:** #17-14-02

**Second:** Patrik Pikálek

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

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Delegations

Paul Adams

**Discussion:** Paul could not attend due to the birth of his child in Whitehorse. The application was discussed in his absence. HAC was of the opinion that the board and batten may work for this house because there is not an overconcentration in that area. HAC was overall supportive, but have a few questions for the applicant, including what the dimensions of the board and batten are, and what material the applicant proposes for the skirting. HAC also notes that building height cannot be more than 3 feet higher than grade as per the historic guidelines, the fixed windows should have a horizontal bar mid span, and soffits more that 12 inches should be divided.

---

**Agenda Item:** Delegations

Mary Ellen Read

**Discussion:** The applicant noted that her client is willing to be flexible regarding this development, and is open to changing elements of the partially constructed home to the satisfaction of HAC. It was noted that the CDO is still waiting on revised site plans from the applicant that reflect a setback of 5 feet for the side lot line. HAC requested additional details regarding the sills and the board and batten dimensions, as well as requesting conditions regarding the gable vents, muntin bars, soffits, and door.

---

**Agenda Item:** Revert to HAC  
**Resolution:** #17-14-03

**Presenter:** Patrik Pikálek  
**Second:** Angharad Wenz

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

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Minutes  
**Resolution:** #17-14-04

**Presenter:** Patrik Pikálek  
**Second:** Angharad Wenz

THAT minutes for Heritage Advisory Committee meeting #HA17-012 be accepted as presented.

**Discussion:** A small spelling error was noted that will be corrected.

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Applications  
**Resolution:** #17-14-05

**Presenter:** Patrik Pikálek  
**Second:** Angharad Wenz

That application #17-082 be approved as presented, subject to the following conditions:

1. Building height cannot be more than 3 feet higher than grade as per historic guidelines.
2. Soffits more than 12 inches should be divided.
3. Applicant clarifies board and batten dimensions to the satisfaction of HAC.
4. Fixed windows shall have a horizontal bar mid span.
5. Applicant clarifies skirting detail to the satisfaction of HAC.

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Applications  
**Resolution:** #17-14-06

**Presenter:** Patrik Pikálek  
**Second:** Angharad Wenz

That application #17-093 be accepted as presented, subject to the following conditions:

1. Soffits larger than 12 inches must be divided.



CARRIED

---

**Community Development Officer**

---

**HAC Chairperson**

# Committee Minutes

WEDNESDAY, 18<sup>th</sup> of October, 2017

19:00

Council Chamber

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**Meeting Type:** Regular

**Meeting:** # HAC 17-15

**Facilitators:** Clarissa Huffman

**Attendees:** Jim Williams (chair), Angharad Wenz, Catherine MacDonald (YG), John Berg (Stantec)

**Regrets:** Greg Dumka, Patrik Pikálek, Barb Hogan (Advisory)

Meeting Called to order at 19:05

## *Minutes*

---

**Agenda Item:** Agenda Adoption

**Presenter:** Jim Williams

**Resolution:** #17-15-01

**Second:** Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 17-14 be accepted as **amended**.

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Conflict of Interest

**Discussion:** Jim Williams declared conflict of interest for Application #17-116, but this application was deferred to another meeting. No other conflicts.

---

**Agenda Item:** Committee of the Whole

**Presenter:** Angharad Wenz

**Resolution:** #17-15-02

**Second:** Jim Williams

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

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Delegations

C.M. & J.B.

**Discussion:** Catherine MacDonald (YG) and John Berg (Stantec) phoned in for the meeting to discuss the tender drawings for the York Street Lift Station. The drawings were brought back in front of the Committee for clarification regarding the roof materials, planter and bench designs, and window designs. John Berg discussed the merits of the bitumen membrane material for roofing, stating that corrugated metal is not intended for such a low roof slope, and that having a different material, such as shingles, covering the membrane would void the warranty. HAC made it clear that this roofing material is not an approved roofing material in the Heritage Management Plan, and therefore could not support this part of the application. Regarding benches and planters, HAC again made it clear that plastic lumber is not an approved material, but that overall the benches were supported if they were made of true lumber and had a 45 degree black iron brace to support the industrial character of the building. Finally, it was mentioned with regards to windows that all windows should have a sill.

---

**Agenda Item:** Revert to HAC  
**Resolution:** #17-15-03

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

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

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Minutes  
**Resolution:** #17-15-04

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

THAT minutes for Heritage Advisory Committee meeting #HA17-014 be accepted as presented.

**Discussion:** None.

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Applications  
**Resolution:** #17-15-05

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

That the York Street Lift Station Tender Design be approved as presented, subject to the following conditions:

1. Roofing material is changed to one of the approved roofing materials for infill within the Downtown Management Area, including wood shingles or shakes, asphalt shingles, or corrugated metal.
2. The bench/planter design is modified to one of the following options:
  - a. Wood instead of plastic lumber for the bench, with a 45 degree black iron brace.
  - b. Wood instead of plastic lumber for the bench, and separate from the planters.
3. Both windows shall have a sill.

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

---

**Agenda Item:** Unfinished Business

None

**Discussion:** None.

---

**Agenda Item:** Report n/a  
**Resolution:** n/a

None.

**Discussion:** n/a

**Votes For:** n/a

**Votes Against:** 0

**Abstained:** 0

n/a

---

**Agenda Item:** New Business Shed Next to BNA Building  
**Resolution:** n/a

**Discussion:** The shed in question was identified as Pete Huley House, a Gold Rush era building that has significance due to historically being the residence of actor Pete Huley. Any demolition of the structure will be required to be sought through Council resolution as per Zoning By-Law.

---

**Agenda Item:** New Business Vinyl Tents/Sheds  
**Resolution:** n/a

**Discussion:** Vinyl sheds/tents are allowed as temporary structures during construction work. They are required to be removed after construction is complete. This is long-standing common practice in Dawson. If a tent is sought to stay on the property long term, e.g. as a carport, it must be canvas, not vinyl.

---

**Agenda Item:** New Business Timeline for Review  
**Resolution:** n/a

**Discussion:** To be deferred until Barb can attend.

---

**Agenda Item:** Adjournment **Presenter:** Angharad Wenz  
**Resolution:** #17-14-08 **Second:** Jim Williams

That Heritage Advisory Committee meeting HAC 17-14 be adjourned at 20:55 hours on the 18<sup>th</sup> of October, 2017.

**Discussion:** None.

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

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**Community Development Officer**

---

**HAC Chairperson**

# Committee Minutes

WEDNESDAY, 1<sup>st</sup> of November, 2017

19:00

Council Chamber

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**Meeting Type:** Regular

**Meeting:** # HAC 17-16

**Facilitators:** Clarissa Huffman

**Attendees:** Jim Williams (chair), Angharad Wenz, Barb Hogan (Advisory), David Rohatensky, Trina Buhler, Catherine MacDonald

**Regrets:** Greg Dumka, Patrik Pikálek

Meeting Called to order at 19:03

NOTE: Minutes for information purposes only due to no quorum.

## *Minutes*

---

**Agenda Item:** Agenda Adoption

**Presenter:** Jim Williams

**Resolution:** #17-16-01

**Second:** Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 17-14 be accepted as **presented**.

**Discussion:** None

---

**Agenda Item:** Conflict of Interest

**Discussion:** Jim Williams for Application #17-116. This application is tabled due to lack of quorum.

---

**Agenda Item:** Committee of the Whole

**Presenter:** Angharad Wenz

**Resolution:** #17-16-02

**Second:** Jim Williams

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

**Discussion:** None

---

**Agenda Item:** Delegations

David Rohatensky

**Discussion:** Update on Parks Canada perspective on heritage management in Dawson. He identified that there is a potential for negative impact on heritage buildings, and wants to further develop the relationship with HAC. Mr. Rohatensky requested that a conversation be opened with Public Works to discuss drainage and relative elevations of the road to the streetscape, in order to mitigate the potential of PC Heritage buildings becoming the 'low points' of the City with regards to drainage due to the surrounding properties building their pads higher. Mr. Rohatensky does not currently have the capacity to sit on the Board as an advisory member, but would be interested in an ad hoc arrangement with the Committee where he attends and comments when there is a potential for impact on a Parks building, and is happy to answer any questions that the Committee may have.

---

**Agenda Item:** Delegations

Trina Buhler

**Discussion:** Ms. Buhler attended on behalf of YG Infrastructure to present 65% drawings for the new Water Treatment Plant. The building was designed to mimic the Pacific Cold Storage Building.

Comments from HAC include:

- Awnings on the second floor windows as seen in historic photos
- Windows on ground floor should have a sill and apron
- Submit a door schedule for the garage doors, industrial metal rolling doors are recommended
- Submit details on roof cladding
- HAC encourages muted tones for colouring
- All treatments should reflect the industrial nature of the building

---

**Agenda Item:** Delegations

Catherine MacDonald

**Discussion:** Ms. MacDonald returned before the Committee to discuss revised plans for the roofing material for the York Street Lift Station. Ms. MacDonald requested the Committee to confirm whether standing seam would be an appropriate material, and provided three examples within the City of Dawson. The Committee expressed that standing seam is encouraged, but that details on dimensions should be provided. The Catholic Church and Robert Service School were both cited as good examples of standing seam within the City of Dawson. Barb also mentioned that she has access to a historic catalogue of roofing materials that may provide guidance on the appropriate dimensions. Next steps would be for Ms. MacDonald to provide the Committee with revisions based on the comments received at the last two HAC meetings.

---

**Agenda Item:** Revert to HAC

**Presenter:** Jim Williams

**Resolution:** #17-16-03

**Second:** Angharad Wenz

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

**Discussion:** None

---

**Agenda Item:** Minutes

**Presenter:** Jim Williams

**Resolution:** #17-16-04

**Second:** Angharad Wenz

THAT minutes for Heritage Advisory Committee meeting #HA17-014 be accepted as presented.

**Discussion:** None.

---

**Agenda Item:** Report

Yukon Heritage Resources Board Annual Report

**Resolution:** n/a

**Discussion:** Should be available online, Clare to find it and forward to HAC.

---

**Agenda Item:** Adjournment

**Presenter:** Angharad Wenz

**Resolution:** #17-16-05

**Second:** Jim Williams

That Heritage Advisory Committee meeting HAC 17-16 be adjourned at 20:31 hours on the 1<sup>st</sup> of November, 2017.

**Discussion:** None.

---

**Community Development Officer**

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**HAC Chairperson**

# Committee Minutes

FRIDAY, 10<sup>th</sup> of November, 2017

17:00

Council Chamber

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**Meeting Type:** Regular

**Meeting:** # HAC 17-17

**Facilitators:** Clarissa Huffman

**Attendees:** Jim Williams (chair), Angharad Wenz, Greg Dumka, Patrik Pikálek

**Regrets:** Barb Hogan (Advisory)

Meeting Called to order at 17:05

## *Minutes*

---

**Agenda Item:** Agenda Adoption

**Presenter:** Jim Williams

**Resolution:** #17-17-01

**Second:** Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 17-17 be accepted as **presented**.

**Discussion:** None

---

**Agenda Item:** Conflict of Interest

**Discussion:** Jim Williams for Application #17-116.

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**Agenda Item:** Committee of the Whole

**Presenter:** Angharad Wenz

**Resolution:** #17-17-02

**Second:** Jim Williams

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

**Discussion:** None

---

**Agenda Item:** Delegations

David Rohatensky

**Discussion:** Jim Williams stepped down to explain his proposal to add a deck to the Lamerton Lands Surveys office location. He explained that the railings and deck would be constructed in the standard Dawson style seen in other locations across town.

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**Agenda Item:** Revert to HAC

**Presenter:** Jim Williams

**Resolution:** #17-17-03

**Second:** Angharad Wenz

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

**Discussion:** None

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**Agenda Item:** Applications  
**Resolution:** #17-17-04

Development Application #17-116

THAT Application #17-116 be approved as presented.

**Discussion:** none.

**Votes For:** 3

**Votes Against:** 0

**Abstained:**0

CARRIED

---

**Agenda Item:** Unfinished Business  
**Resolution:** n/a

York St. Lift Station

**Discussion:** Catherine MacDonald provided a proposal package to confirm with HAC that the specifications for standing steam as described by VicWest Building Products. HAC verbally confirmed that they were comfortable with this material and it satisfied condition a) in HAC Resolution #17-14-05.

---

**Agenda Item:** Adjournment  
**Resolution:** #17-17-04

**Presenter:** Angharad Wenz  
**Second:** Jim Williams

That Heritage Advisory Committee meeting HAC 17-17 be adjourned at 27:40 hours on the 10<sup>th</sup> of November, 2017.

**Discussion:** None.

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**Community Development Officer**

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**HAC Chairperson**

# Committee Minutes

WEDNESDAY, 15<sup>th</sup> of November, 2017

17:00

Council Chamber

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**Meeting Type:** Regular

**Meeting:** # HAC 17-18

**Facilitators:** Clarissa Huffman

**Attendees:** Jim Williams (chair), Angharad Wenz, Patrik Pikálek

**Regrets:** Barb Hogan (Advisory)

Meeting Called to order at 19:03

## *Minutes*

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**Agenda Item:** Agenda Adoption

**Presenter:** Jim Williams

**Resolution:** #17-18-01

**Second:** Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 17-17 be accepted as **amended**.

**Discussion:** Jim Williams moved to include the Water Treatment Plant Drawings in unfinished business.

Votes For: 3 Votes Against: 0 Abstained:0

CARRIED

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**Agenda Item:** Conflict of Interest

**Discussion:** none.

---

**Agenda Item:** Committee of the Whole

**Presenter:** Angharad Wenz

**Resolution:** #17-18-02

**Second:** Jim Williams

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

**Discussion:** None

Votes For: 3 Votes Against: 0 Abstained:0

CARRIED

---

**Agenda Item:** Delegations

Lee Whalen

**Discussion:** Lee explained that Chief Roberta requested that the Moosehide Slide designation be pursued. He explained that he took a balanced approach to his nomination package, considering both TH and Gold Rush heritage, as well as today's community. The main theme to the designation package is the travel route connecting Dawson & Moosehide, which is a very layered cultural site in Dawson, which led Lee to look at the site as a cultural landscape. The boundary was designed to be natural, as you can

see the boundaries visibly quite easily. It was also mentioned that access to the site should be promoted due to the nomination, rather than hindered, because recreational use is important to the heritage of the site. The single hiccup, in the view of the nomination team, is the quartz claim that overlaps much of the nominated site.

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**Agenda Item:** Revert to HAC  
**Resolution:** #17-18-03

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

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

**Discussion:** None.

Votes For: 3 Votes Against: 0 Abstained:0

CARRIED

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**Agenda Item:** Business Arising from Delegations

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

**Discussion:** Everyone is to read and evaluate the Moosehide Slide designation, and we will go through it as a group at the next meeting. HAC members were asked to provide their comments in writing so that there is a record, and Clare will provide notes as well.

---

**Agenda Item:** Minutes  
**Resolution:** #17-18-04

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

THAT HAC Minutes #17-15, #17-16, and #17-17 are approved as presented.

**Discussion:** none.

**Votes For:** 3

**Votes Against:** 0

**Abstained:**0

CARRIED

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**Agenda Item:** Business Arising from the Minutes

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

**Discussion:** Questions surrounding the problem of the quartz claim overlapping the nominated Moosehide Slide site. It was mentioned that Lee did not contact the claim holder, and that this should be done by TH for transparency. HAC expressed a desire to use the historic photo of Pacific Cold

Storage to make more comments on the Water Treatment Plant. Informal brainstorming session scheduled for November 24, 2017 at 5pm.

The question was also raised regarding what the protocol is when the Committee cannot get quorum for an application. It was recommended that this question be passed by the CAO, additionally it was recommended that Clare ask Lee if anyone from TH wants to sit on the Board as a citizen/voting member. It was also considered that HAC should have a Christmas open house, or a newsletter/mass mailout explaining the role of the Board.

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**Agenda Item:** Applications  
**Resolution:** n/a

none

**Discussion:** none.

**Votes For:** 0

**Votes Against:** 0

**Abstained:**0

n/a

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**Agenda Item:** Unfinished Business  
**Resolution:** n/a

n/a

**Discussion:** none.

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**Agenda Item:** Adjournment  
**Resolution:** #17-18-05

**Presenter:** Angharad Wenz  
**Second:** Jim Williams

That Heritage Advisory Committee meeting HAC 17-18 be adjourned at 20:25 hours on the 15<sup>th</sup> of November, 2017.

**Discussion:** None.

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**Community Development Officer**

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**HAC Chairperson**

# Committee Minutes

WEDNESDAY, 6<sup>th</sup> of December, 2017

17:00

Council Chamber

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**Meeting Type:** Regular

**Meeting:** # HAC 17-19

**Facilitators:** Clarissa Huffman

**Attendees:** Jim Williams (chair), Angharad Wenz, Patrik Pikálek

**Regrets:** Barb Hogan (Advisory), Greg Dumka

Meeting Called to order at 19:15

## *Minutes*

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**Agenda Item:** Agenda Adoption

**Presenter:** Jim Williams

**Resolution:** #17-19-01

**Second:** Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 17-19 be accepted as **presented**.

**Discussion:** none.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

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**Agenda Item:** Conflict of Interest

**Discussion:** none.

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**Agenda Item:** Committee of the Whole

**Presenter:** Angharad Wenz

**Resolution:** #17-19-02

**Second:** Jim Williams

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

**Discussion:** None

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

---

**Agenda Item:** Delegations

none

**Discussion:** none.

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**Agenda Item:** Revert to HAC  
**Resolution:** #17-19-03

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

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

**Discussion:** None.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

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**Agenda Item:** Business Arising from Delegations

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

**Discussion:** none.

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**Agenda Item:** Minutes  
**Resolution:** #17-19-04

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

THAT HAC Minutes #17-18 are approved as presented.

**Discussion:** none.

Votes For: 3

Votes Against: 0

Abstained:0

CARRIED

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**Agenda Item:** Business Arising from the Minutes

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

**Discussion:** none.

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**Agenda Item:** Applications

none

**Resolution:** n/a

**Discussion:** none.

**Votes For:** 0

**Votes Against:** 0

**Abstained:**0

n/a

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**Agenda Item:** Unfinished Business

Moosehide Slide Designation

**Resolution:** #17-19-05

**Resolution:** THAT the Heritage Advisory Committee forward a recommendation to Council for approval to designate Moosehide Slide as a Municipal Heritage Site.

**Discussion:** An evaluation was conducted of the Moosehide Slide nomination package presented by Lee Whalen and Debbie Nagano on behalf of Tr'ondëk Hwëch'in. A summary of this evaluation is as follows. For more details on what each ranking means, please see the Evaluation Criteria that accompanies the full HAC #17-19 package.

**Landscape:** Natural Landscape (Modified) – Excellent

**Comments:** The flume as an excellent example of late 19<sup>th</sup> century technology. The slide is also a geological landmark, with lots of interesting flora that is not often seen closer to downtown. The site is also subject to continuous use. Evidence of this use exists in the archaeological record.

**Cultural Landscape:** Excellent

**Comments:** Examples of relic status within the nominated boundary include archaeological remains and the oral traditions regarding the landscape. However, it is evolving in the sense that it is still used and there is ongoing physical and cultural change occurring.

**Craftmanship:** Very Good

**Comments:** Could not achieve excellent because it is not the only remaining representative of historic trail use in the area, nor of using physical landmarks as iconic wayfinding (though it ranks very high). It is also ranked high in the sense that the slide was used as an advantage rather than a topographical hinderance. Other examples of iconic use of the natural landscape include Five Finger Rapids and the Yukon Ditch.

**Aesthetic:** Excellent

**Comments:** Moosehide Slide is a very dominant feature that is integral to Klondike identity. It is identifiable by many different cultures as a landmark.

**Form and Design:** Excellent

**Comments:** The site is an excellent example of successful use of landscape and design together.

**Materials:** Very Good

**Comments:** Some deterioration was noted.

**Condition:** Very Good

**Comments:** It was noted that excellent could not be given in this category, as the nature of the area is that it naturally deteriorates.

**Site and Setting:** Very Good

**Comments:** Trails as a continued use, and it is also beneficial that the trails are accessible to a modern audience. Additionally, the proposed boundaries are natural and visible, rather than arbitrary. The alternative perspective regarding trails would be that trail users have the potential to have a negative impact on the natural environment.

**Landmark:** Excellent

**Comments:** Moosehide Slide is an iconic reference point within Yukon, and there is nothing around Whitehorse that is comparable in scope as a symbolic landmark.

**Historical Theme:** Excellent.

**Comments:** The Slide has strong connections to both Gold Rush and First Nation history of the region.

**Association with Individual, Organization, or Group:** Excellent

**Comments:** Associations include Chief Isaac using the Moosehide symbol, and the Acklen ditch as one of the first examples of hydraulic mining. The Moosehide Slide is unique in the sense that there is the lived experience of elders remembering the trail, rather than only stories.

**Association with a Spiritual Event:** Excellent

**Comments:** The Moosehide event is a significant event in TH culture. The slide is also a central component of the TH creation story. There is a strong oral history surrounding the slide, and it is unique in the sense that it is a consistent feature in many (almost all) Gold Rush accounts. The river is also unique in the sense that it passes through many FN territories.

**Association with a Culture:** Excellent

**Comments:** Captured above.

**Reasons for Designation:** The Moosehide Slide is a cultural landmark both in legend and in use. The Acklen Ditch is an example of late 19<sup>th</sup> century technology and is a site with strong archaeological potential. In the opinion of the Committee, this site very strongly meet's YG's heritage designation criteria. Additionally, there is no sense of exclusion in the proposal, as it captures both TH and Gold Rush heritage, and intends to promote an inclusive identity and use.

**Important Elements to be Preserved:** It is important to maintain existing trails and lookouts, though the focus is on what is currently existing, not in expanding use or creating new trails. This is in accordance with traditional low-impact use.

**Votes For:** 3

**Votes Against:** 0

**Abstained:**0

CARRIED

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**Agenda Item:** Unfinished Business

Water Treatment Plan

**Discussion:** HAC responded to Trina's comments (provided by email) as follows:

1. Clarify with Trina that they meant to guide her to page 63 of the Heritage Management Plan, not the Design Guidelines, and apologize for the miscommunication. It was noted that while the building is industrial, it is in a predominately residential neighbourhood, and this relationship should be respected, and this was the intent of requesting modifications to the Turner Street façade. A potential compromise noted was to add 1-2 dormers on that side.
2. Appreciated the changes made so far, and are looking forward to seeing the next set of revisions.

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**Agenda Item:** Adjournment

**Presenter:** Angharad Wenz

**Resolution:** #17-19-06

**Second:** Jim Williams

That Heritage Advisory Committee meeting HAC 17-19 be adjourned at 20:50 hours on the 6<sup>th</sup> of December, 2017.

**Discussion:** None.

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**Community Development Officer**

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**HAC Chairperson**

# Board of Variance Minutes

WEDNESDAY, 6<sup>th</sup> of December, 2017

19:00

Council Chamber

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**Meeting Type:** Regular

**Meeting:** # BOV 17-05

**Facilitators:** Clarissa Huffman

**Attendees:** Jim Williams (chair), Angharad Wenz, Patrik Pikálek

**Regrets:** Greg Dumka, Barb Hogan (Advisory)

Meeting Called to order at 20:50

## *Minutes*

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**Agenda Item:** Agenda Adoption

**Presenter:** Jim Williams

**Resolution:** #17-05-01

**Secunder:** Angharad Wenz

THAT the Agenda for Board of Variance Meeting BOV 17-05 be accepted as **presented**.

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

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**Agenda Item:** Conflict of Interest

**Discussion:** Patrik Pikalek for Application #17-123.

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**Agenda Item:** Committee of the Whole

**Presenter:** n/a

**Resolution:** n/a

**Secunder:** n/a

No delegations.

**Discussion:** None

**Votes For:** n/a

**Votes Against:** 0

**Abstained:** 0

n/a

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**Agenda Item:** Delegations

n/a

**Discussion:** none

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**Agenda Item:** Revert to BOV

**Presenter:** n/a

**Resolution:** n/a

**Secunder:** n/a

n/a

**Discussion:** None

**Votes For:** n/a

**Votes Against:** 0

**Abstained:** 0

n/a

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**Agenda Item:** Minutes  
**Resolution:** #17-05-02

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

THAT the minutes for Board of Variance Meeting BOV 17-04 be accepted as **presented**.

**Discussion:** None

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

n/a

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**Agenda Item:** Applications  
**Resolution:** #17-05-03

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

THAT Application #17-121 be approved, because it passes the four tests from Section 307 of the Municipal Act regarding variances.

**Discussion:** In the opinion of the Board, the application meets the four tests of the Municipal Act Section 307.

- A) The unusual condition on site was a result of the National Fire Code requirements for access. The width of the cul-de-sac could not be varied because a smaller size to accommodate setbacks would contravene the code.
- B) Approving this variance is not considered by the board to be special privilege. The variance is considered to be required for safety purposes.
- C) The variance is not contrary to the intent of the OCP or the ZBL, and the board does not anticipate any negative impact to neighbouring properties.
- D) There is no change of use.

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

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**Agenda Item:** Applications  
**Resolution:** n/a

**Presenter:** n/a  
**Second:** n/a

**Discussion:** No decision on Application #17-123 because quorum was not reached for this application.

**Votes For:** n/a

**Votes Against:** 0

**Abstained:** 0

CARRIED

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**Agenda Item:** Unfinished Business

None

**Discussion:** n/a

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**Agenda Item:** Report  
**Resolution:** n/a

n/a

None.

**Discussion:** n/a  
**Votes For:** n/a

**Votes Against:** 0

**Abstained:** 0

n/a

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**Agenda Item:** New Business  
**Resolution:** n/a

**Presenter:** n/a  
**Second:** n/a

None.

**Discussion:** n/a

**Votes For:** n/a

**Votes Against:** 0

**Abstained:** 0

n/a

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**Agenda Item:** Adjournment  
**Resolution:** #17-05-04

**Presenter:** Angharad Wenz  
**Second:** Patrik Pikálek

That Board of Variance meeting BOV 17-05 be adjourned at 21:15 hours on the 6<sup>th</sup> of December, 2017.

**Discussion:** None.

**Votes For:** 3

**Votes Against:** 0

**Abstained:** 0

CARRIED

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Community Development Officer

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HAC Chairperson