



# THE CITY OF DAWSON

## COUNCIL MEETING #C18-23

### AGENDA

TUESDAY, JULY 17, 2018

AT 6:00 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 #C18-23
3. **DELEGATIONS AND GUESTS**
4. **BUSINESS ARISING FROM DELEGATIONS**
5. **ADOPTION OF THE MINUTES**
  - a) Council Meeting Minutes #C18-21 of June 26, 2018
6. **BUSINESS ARISING FROM MINUTES**
  - a) Council Meeting Minutes #C18-21 of June 26, 2018
7. **FINANCIAL AND BUDGET REPORTS**
  - a) 2018 Accounts Payable Report RE: Cheque Run #52533 to 53570
8. **SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**
  - a) Request for Decision RE: Dawson City Music Festival Noise Variance and Camping Request
  - b) Request for Decision RE: McDonald Lodge Demolition Application #18-061
  - c) Request for Decision RE: Crocus Concession Lease to Tr'ondëk Hwëch'in
  - d) Request for Decision RE: Contract Award Water Licence MN16-053 2018 Physical Inspection and Report
9. **BYLAWS AND POLICIES**
  - a) *Waste Water Treatment Plant Service Agreement Bylaw #2017-02 – Third and Final Reading*
  - b) *Zoning Amendment No. 18 Bylaw #2018-02 – Second Reading*
  - c) *Zoning Amendment No. 18 Bylaw #2018-02 – Third and Final Reading*
  - d) *Business Licence Bylaw #2018-09 – Second Reading*
  - e) *Business Licence Bylaw #2018-09 – Third and Final Reading*
  - f) *2018 Permanent Road Closure No. 1 Bylaw #2018-12 – Second Reading*
  - g) *2018 Permanent Road Closure No. 1 Bylaw #2018-12 – Third and Final Reading*
  - h) *Council Remuneration Bylaw #2018-10 – First Reading*
  - i) *Asset Management Policy #2018-03*
10. **CORRESPONDENCE**
  - a) RCMP, Dawson Detachment, "M" Division – June 2018 Policing Report
  - b) Dept. of Environment letter to AYC RE: Amendments to the Designated Materials Regulation - Electronic and Electrical Products
  - c) Dept. of Environment letter to AYC RE: Amendments to the Designated Materials Regulation – Tires
  - d) Klondike Visitors Association RE: Development Incentive Policy
  - e) Committee of Whole Meeting Minutes #CW18-19, #CW 18-20 and #CW18-21
11. **PUBLIC QUESTIONS**
12. **ADJOURNMENT**

**MINUTES OF COUNCIL MEETING #C18-21** of the council of the City of Dawson held on Tuesday, June 26, 2018, 7:00 PM 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:** CAO Cory Bellmore  
EA Heather Favron  
PW Superintendent Mark Dauphinee  
CDO Clarissa Huffman  
CFO Obrian Kydd

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**Agenda Item:** Call to Order

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The Chair, Wayne Potoroka called council meeting #C18-21 to order at 7:00 PM.

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**Agenda Item:** Agenda

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Council requested the agenda be amended by removing agenda items 9(b) and 10(c).

**C18-21-01** Moved by Mayor Potoroka, seconded by Councillor MacArthur that the agenda for council meeting # C18-21 of June 26, 2018 be adopted as amended.  
Motion Carried 4-0

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**Agenda Item:** Public Hearing

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**C18-21-02** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council move into the committee of the whole for the purposes of holding a public hearing, and for hearing delegations.  
Motion Carried 4-0

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

The Chair called for submissions.

The Chair noted the city received one anonymous written submission, which was included in the meeting package.

The Chair called for submissions a second time.

Mark Dauphine agreed with written submission.

The Chair called for submissions a final time, and hearing none declared the Public Hearing closed at 7:02 p.m.

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**Agenda Item: Delegations**

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a) Jacob Armstrong RE North End Planning

Jacob Armstrong was present in follow up to the last meeting regarding North End. He noted he has been speaking with residents in the neighbourhood about the encroachment policy that was brought up at the last meeting. Considering it will affect so many people he feels it was late in the process to bring it forward. The 4 lots in the North End that are not developed or serviced yet were listed in the range of \$80,000, which seems to be an insane range for a medium sized lot. He thinks there are some people who feel they were not listened to or were pushed away during the process.

In regards to the point brought up at the last meeting that Dawson is run as a corporation, he encouraged members of council when voting on the North End Plan to not vote with a corporate logic that incentives growth and profit but to instead vote on behalf of community members of Dawson and the micro-community of the North End. He explained to council he went around the neighbourhood and gathered names of people who were either for or against the development and presented the list to council.

b) Bill Kendrick RE: North End Planning

Bill Kendrick was in attendance to provide council with a presentation in response to the North End Plan Final Report. The presentation provided included his view on the pros and cons of the revised concept option 2b; concern regarding the ability for people to comment on final report given the timeframe; comments regarding encroachments in planning area and issues with the plan; history regarding his attempts to fix encroachments related to his property; and suggested revisions to the revised concept options.

The suggested revisions included new location of walking trail and lot for the relocation of his shop that he would be required to purchase and build a residence on.

**C18-21-03** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with the agenda.  
Motion Carried 4-0

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**Agenda Item: Business Arising from Delegations**

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The Chair explained it is important to note that council is hearing what people have to say and are listening to the comments made and trying to do the best for the broadest amount of people possible. What council is trying to develop is a concept, not a blood oath, and they are trying to find a way to ensure the North End has some life into the future.

This is not just about the residents who are currently living in the area and those facing servicing and encroachment issues, but it is about servicing options for the entire area and about others who are desperately looking to find a place to live within town. It is not about inconveniencing people, its about trying to do what's best for the community and while at the same time being respectful of people who have situations they may not have anticipated many years ago. Part of what will make this plan strong is being malleable enough to understand tweaks will be possible and that it is a possible way forward. Land in Dawson is not available like it used to be.

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**Agenda Item: Adoption of the Minutes**

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- a) Special Council Meeting Minutes #C18-18 of June 8, 2018

**C18-21-04** Moved by Councillor Johnson, seconded by Councillor MacArthur that the minutes of special council meeting #C18-18 of June 8, 2018 be approved as presented.  
Motion Carried 4-0

- b) Council Meeting Minutes #C18-19 of June 12, 2018

**C18-21-05** Moved by Councillor MacArthur, seconded by Councillor Johnson that the minutes of council meeting #C18-19 of June 12, 2018 be approved as presented.  
Motion Carried 4-0

*Councillor Kendrick joined Council at 7:33 p.m.*

- c) Special Council Meeting Minutes #C18-20 of June 15, 2018

**C18-21-06** Moved by Mayor Potoroka, seconded by Councillor Johnson that the minutes of council meeting #C18-20 of June 15, 2018 be approved as presented.  
Motion Carried 5-0

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**Agenda Item: Financial and Budget Reports**

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- a) 2018 Accounts Payable Report RE: Cheque Run #52455 to #52532

**C18-21-07** Moved by Councillor Johnson, seconded by Councillor MacArthur that council acknowledge receipt of the 2018 Accounts Payable Report RE: Cheque #52455 TO #52532; provided for informational purposes.  
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: Community Grants

**C18-21-08** Moved by Councillor MacArthur, seconded by Councillor Kendrick that Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$14,328; and approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$7,500. Motion Carried 5-0

- b) Request for Decision RE: Final North End Planning Report  
– *Removed from Agenda*

- c) Request for Decision RE: Recreation Board Grants

**C18-21-09** Moved by Councillor MacArthur, seconded by Councillor Kendrick that Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$310.  
Carried 5-0

d) Request for Decision RE: Dawson Golf Association (DGA) Operating Lease Agreement Amendment

At the request of council, the CAO clarified the \$50,000 reflects the total amount of funding to be provided to DGA.

**C18-21-10** Moved by Councillor Kendrick, seconded by Mayor Potoroka that Council direct administration to amend the lease agreement as per the attached amendment and direct administration to prepare a budget amendment to reflect the increased financial support of the Dawson Golf association of \$50,000.  
Motion Carried 5-0

e) Request for Decision RE: Klondike Development Organization (KDO) Interim Funding Agreement

**C18-21-11** Moved by Councillor MacArthur, seconded by Councillor Kendrick that council direct administration to enter into an interim funding agreement with KDO.

**C18-21-12** Moved by Mayor Potoroka, seconded by Councillor Kendrick to add "of \$3,000" after "agreement".  
Motion Carried 5-0  
Main Motion Carried 5-0

f) Request for Decision RE: Trail Plan Implementation - Project Coordination and Contract Administration Contract

**C18-21-13** Moved by Councillor MacArthur, seconded by Councillor Johnson that Council direct administration to enter into a contract with Groundswell Planning for \$75,750 for project coordination and contract administration for Phase 1 of the trail plan implementation.  
Motion Carried 5-0

g) Request for Decision RE: Amending Agreement to Lot 45 Dome Road Land Sale Agreement

**C18-21-14** Moved by Councillor Kendrick, seconded by Councillor MacArthur that council provide amended subdivision authority to create a 13m wide driveway at Lot 45, Dome Road Subdivision; and directs administration to facilitate signatures on the Amending Agreement for Lot 45, Dome Road upon receipt of a survey drawn in accordance with City of Dawson authority to subdivide.  
Motion Carried 5-0

*Councillor Kendrick excused himself from council and departed at 7:46 p.m.*

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**Agenda Item: Bylaws and Policies**

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a) Zoning Amendment No. 18 Bylaw #2018-02 – Second and Third Reading.

**C18-21-15** Moved by Mayor Potoroka, seconded by Councillor Farr that bylaw #2018-02 being the Zoning Amendment No. 18 Bylaw be given second reading.

**C18-21-16** Moved by Mayor Potoroka, seconded by Councillor MacArthur to refer to committee of whole.  
Motion Carried 4-0

b) 2018 Land Sales No. 1 Bylaw #2018-07 – Second and Third Reading

*Mayor Potoroka declared conflict, passed the Chair to Deputy Mayor MacArthur and stepped down from council at 7:51 p.m.*

**C18-21-17** Moved by Councillor Johnson, seconded by Councillor MacArthur that bylaw #2018-07 being the 2018 Land Sales No. 1 Bylaw be given second reading.  
Motion Carried 3-0

**C18-21-18** Moved by Councillor MacArthur, seconded by Councillor Johnson that bylaw #2018-07 being the 2018 Land Sales No. 1 Bylaw be given third and final reading.  
Motion Carried 3-0

*Mayor Potoroka rejoined council at 7:53 p.m.*

c) Business Licence Bylaw #2018-09  
– Removed from Agenda

d) 2018 Municipal Election Bylaw #2018-08 – Second and Third Reading

**C18-21-18** Moved by Councillor Johnson, seconded by Councillor MacArthur that bylaw #2018-08 being the 2018 Municipal Election Bylaw be given second reading.  
Motion Carried 4-0

**C18-21-19** Moved by Mayor Potoroka, seconded by Councillor MacArthur that bylaw #2018-08 being the 2018 Municipal Election Bylaw be given third and final reading.  
Motion Carried 4-0

e) Waste Water Treatment Plant Service Agreement Bylaw #2017-02 – Second Reading

**C18-21-20** Moved by Mayor Potoroka, seconded by Councillor MacArthur that bylaw #2017-02 being the Waste Water Treatment Plant Service Agreement Bylaw be given second reading as amended.  
Motion Carried 4-0

f) 2018 Permanent Road Closure No. 1 Bylaw #2018-12 – First Reading

**C18-21-21** Moved by Mayor Potoroka, seconded by Councillor MacArthur that bylaw #2018-12 being the 2018 Permanent Road Closure No. 1 Bylaw be given first reading.  
Motion Carried 4-0

g) 2018 Land Sales No. 2 Bylaw # 2018-11 – First Reading

**C18-21-22** Moved by Mayor Potoroka, seconded by Councillor MacArthur that bylaw #2018-11 being the 2018 Land Sales No. 2 Bylaw be given first reading.  
Motion Carried 4-0

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**Agenda Item: Correspondence**

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- C18-21-23** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council acknowledge receipt of the following correspondence:
- Eric Schroff, Chair Yukon Employment Standards Board RE: Yukon Minimum Wage Review
  - RCMP, Dawson Detachment, "M" Division – May 2018 Policing Report
  - Recreation Board Meeting Minutes #R18-02
  - Jim Taggart RE: Request to appeal Development Permit #18-043
- For informational purposes  
Motion Carried 4-0
- C18-21-24** Moved by Mayor Potoroka, seconded by Councillor Johnson that Jim Taggart's written notice of appeal RE: Development Permit #18-043 is deemed invalid.  
Motion Carried 4-0

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**Agenda Item: Public Questions**

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- C18-21-25** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council move into committee of the whole for the purposes of question period.  
Motion Carried 4-0
- C18-21-26** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with the agenda.  
Motion Carried 4-0

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**Agenda Item: Adjournment**

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- C18-21-27** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council meeting #C18-21 be adjourned at 7:59p.m. with the next regular council meeting being July 17, 2018.  
Motion Carried 4-0

**THE MINUTES OF SPECIAL COUNCIL MEETING C18-21 WERE APPROVED BY COUNCIL RESOLUTION #C18-\_\_-\_\_ AT COUNCIL MEETING #C18-\_\_ OF JULY 17, 2018.**

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Wayne Potoroka, Mayor

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Cory Bellmore, CAO

The City of Dawson  
 Cheque Run #18-13  
 7/5/2018



Cheque #	Vendor Name	Cheque Amount	Distribution	Detail
52533	Advance North Mechanical	\$ 159.08	\$159.08	REC - Vehicle R&M
52534	Air Care Yukon Inc.	\$ 914.95	\$914.95	REC - Building R&M
52535	All-West Glass Whitehorse Ltd.	\$ 133.38	\$133.38	REC - Building R&M
52536	Assante In Trust	\$ 1,500.00	\$1,500.00	ADM - RRSP Contributions
52537	BHB Mini Storage	\$ 105.00	\$105.00	ADM - Office Supplies
52538	Bonanza Market	\$ 513.25	\$ 351.55	REC - Minto Opening
			\$ 161.70	PW - Operating Supplies
			\$ 513.25	
52539	Borste, Ludger	\$ 278.78	\$278.78	PW - Operating Supplies
52540	Campbell, Evan	\$ 40.00	\$40.00	REC - FOB
52541	Canadian Red Cross	\$ 140.51	\$140.51	REC - Swim Badges
52542	Canadian Freightways	\$ 500.44	\$500.44	PW - Freight
52543	Chief Isaac Incorporated	\$ 1,629.48	\$ 409.50	ADM - Janitorial
			\$ 1,219.98	REC - Janitorial
			\$ 1,629.48	
52544	CMF Construction Ltd.	\$ 137,899.16	\$137,899.16	ADM - Contract Services CBC
52545	Conuma Cable Systems Ltd	\$ 10,503.15	\$10,503.15	CABLE - R&M
52546	Cormier, Olivier	\$ 40.00	\$40.00	REC - FOB
52547	Dawson City General Store	\$ 1,756.75	\$ 46.57	ADM - Office Supplies
			\$ 760.18	REC - Minto Opening
			\$ 700.00	ADM - Community Grants
			\$ 250.00	REC - Comm. Lottery Program
			\$ 1,756.75	
52548	Friends of the Palace Grand	\$ 950.00	\$ 700.00	ADM - Community Grants
			\$ 250.00	REC - Comm. Lottery Program
			\$ 950.00	
52549	GMP Securities	\$ 1,782.60	\$1,782.60	ADM - RRSP Contributions
52550	Graf Enviro Services Inc.	\$ 4,116.00	\$4,116.00	PW - Contract Services Roads
52551	Grenon Enterprises Ltd.	\$ 5,591.78	\$ 157.50	PW - Landfill Outhouse
			\$ 1,233.75	PW - Contract Services Sewer
			\$ 68.25	PW - Water Delivery Landfill
			\$ 3,136.88	PW - Contract Services Drainage
			\$ 210.00	PW - Landfill Septic
			\$ 664.65	PW - Contract Services Roads
			\$ 120.75	PW - Contract Services New Ins
			\$ 5,591.78	
52552	Groundswell Planning	\$ 5,376.00	\$5,376.00	CDO - Land Development
52553	High Country Inn	\$ 938.70	\$938.70	PW - Training Accommodation
52554	Investor's Group Financial Services Inc	\$ 2,438.46	\$2,438.46	ADM - RRSP Contributions
52555	ivari	\$ 1,365.18	\$1,365.18	ADM - RRSP Contributions
52556	Kluane Freightlines Ltd	\$ 172.20	\$172.20	PW - Freight
52557	Lawson Lundell LLP	\$ 1,719.48		CABLE - Professional Fees
52558	Manulife Financial	\$ 1,171.22	\$1,171.22	ADM - RRSP Contributions
52559	North 60 Petro	\$ 94.80	\$94.80	PW - Vehicle Fuel
52560	cheque voided			backup not present at time of prining
52561	cheque voided			backup not present at time of prining
52562	Public Service Alliance of Canada	\$ 3,356.44	\$3,356.44	Union Dues PP11-12-13 2018
52563	Quadrus Investment Services	\$ 1,567.74	\$1,567.74	ADM - RRSP Contributions
52564	Royal Bank - Whitehorse Branch	\$ 613.08	\$613.08	ADM - RRSP Contribution
52565	Scotia Securities	\$ 4,329.20	\$4,329.20	ADM - RRSP Contributions
52566	Sunnydale Landscaping	\$ 3,495.45	\$3,495.45	PW - Sidewalk Contract
52567	TD Canada Trust	\$ 872.02	\$872.02	ADM - RRSP Contributions
52568	Total North Communications Ltd	\$ 577.50	\$ 179.02	ADM - Telephone and Fax
			\$ 34.65	CABLE - Telephone and Fax



			\$	69.30	PS - Telephone and Fax
			\$	144.38	PW - Telephone and Fax
			\$	150.15	REC - Telephone and Fax
			\$	577.50	
52569	Trinus Technologies Inc.	\$	1,252.13	\$1,252.13	ADM - Network Support
52570	Glanza, Donabell	\$	40.00	\$40.00	REC - FOB
CASH	Ceridian	\$	111,080.23	\$ 82,012.02	Union Payroll
CASH	Ceridian			\$ 29,068.21	Management Payroll
				\$ 111,080.23	
CASH	CIBC Group Investment Services	\$	13,432.90	\$13,432.90	ADM - RRSP Contributions
CASH	Sun Life Financial	\$	11,698.63	\$11,698.63	ADM - Group Insurance Payable
<b>Total</b>		\$	<b>334,145.67</b>		

# THE CITY OF DAWSON

## Request for Decision



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**TO:** Mayor and Council  
**FROM:** Marta Selassie, Recreation Manager  
**DATE:** May 10, 2017  
**SUBJECT:** Music Festival By-law Exemption Request

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### RECOMMENDATION

THAT Council approve the request received from Dawson City Music Festival for a variance to Property Maintenance & Nuisance Abatement Bylaw #07-03, Part II 11(1), "Incessant Noise" and grant official permission to use the Crocus Bluff Ball Diamond as an overflow campground, Camping Bylaw# 222, Sections 3(1) & 4 (1).

### PURPOSE

Dawson City Music Festival is seeking permission from council to operate an event that does not comply with the incessant noise clause in the Property Maintenance and Nuisance Abatement Bylaw. DCMF would also like approval to use the Crocus Bluff Ball Diamond for overall camping for festival pass holders.

### CURRENT STATUS

Administration does not have any concerns with this request and will work with DCMF to establish the terms for the overnight use of the ball diamond.

### OPTIONS

1. THAT Council approve the request received from Dawson City Music Festival for a variance to Property Maintenance & Nuisance Abatement Bylaw #07-03, Part II 11(1), "Incessant Noise" and grant official permission to use the Crocus Bluff Ball Diamond as an overflow campground, Camping Bylaw # 222, Sections 3(1) & 4(1).

2. THAT Council deny the request received from Dawson City Music Festival for a variance to Property Maintenance & Nuisance Abatement Bylaw #07-03, Part II 11(1), "Incessant Noise" and not allow Crocus Bluff Ball Diamond to be used as an overflow campground, Camping Bylaw # 222, Sections 3(1) & 4(1).

**APPENDICES / SCHEDULES**

- Dawson City Music Festival Letter

**APPROVAL & CAO COMMENTS**



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Cory Bellmore, CAO

July 5<sup>th</sup>, 2018

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Date



# THE CITY OF DAWSON

## Request for Decision

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**TO:** Mayor and Council  
**FROM:** Clarissa Huffman, CDO  
**DATE:** 28 June 2018  
**SUBJECT:** McDonald Lodge Demolition (Application #18-061)

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### RECOMMENDATION

It is respectfully recommended:

1. That Council table Application #18-061 and direct administration to collaborate with the applicant to create a redevelopment plan to the satisfaction of the CDO and Council, prior to the approval of a demolition permit.
2. That Council elect to not waive the redevelopment security deposit.

### PURPOSE

Yukon Government has approached the City of Dawson to request permission to have the 'old' McDonald Lodge demolished, and to request waiver of the redevelopment deposit.

### BACKGROUND

Yukon Government submitted a Demolition Permit Application (#17-052) on June 2, 2017. The proposal consisted of a 'grassy pad' to be constructed upon the demolition of the structure. Due to the age of the structure, the application was put on the Council table for discussion. Council asked for more information relating to the redevelopment of the site, and the application was withdrawn by the applicant on July 4, 2017.

A new Yukon Government representative has come forward with the current demolition permit application, with updated information surrounding the redevelopment of the lot; the new application states that YG has no plans to redevelop the land at this time.

### CURRENT STATUS

The applicant stated that the only redevelopment being contemplated at this time is to fill and level the site with gravel. The applicant has also requested that the redevelopment deposit be waived. Ongoing conversations with the applicant indicate that YG is

"amenable to leaving the site in whatever state the town requests". The correspondence goes on to state that grass is not preferable due to high maintenance costs, but perhaps picnic tables or boulders could be used to stop people from driving across the site.

## CONSIDERATIONS / DISCUSSION

### Official Community Plan

The subject property is currently designated as INT – Institutional. Characteristics of an institutional designation include landmark buildings and/or structures with landscaped lawns. Types of use that are appropriate for this designation include education, health care, places of worship, etc. The Official Community Plan is intended to convey the long-term vision of Dawson. Therefore, a proposed redevelopment should be compatible with the institutional designation. It is not possible to assess compatibility at this time, as the owner intends to leave the site vacant, with no current plans for redevelopment of any kind.

This is contradictory to s. 3.2 of the OCP, which states that one of the implementation approaches for provision of effective and efficient municipal infrastructure is as follows: "*prioritize the development of vacant and underutilized lands in the Historic Townsite over extending services to develop un-serviced lands in other parts of the community*". Given that the 'old' McDonald Lodge is currently a vacant structure, based on the quoted implementation approach the redevelopment of this site should be a top priority. The site is in a prime location at the junction of various institutional, core commercial, and residential uses. To leave this site intentionally vacant could be viewed as counter to the stated goal of prioritizing vacant and underutilized lands.

### Zoning By-Law

*Appendix E S. 5: Demolitions* of the Zoning By-Law reads as follows:

- (1) Demolition will only be permitted when an application for a development permit for redevelopment of the site has been approved and issued.*
- (2) Demolition of protected buildings and structures less than 40 years old will only be permitted if the proposed replacement would improve the quality of the built environment.*
- (3) Demolition of buildings and structures more than 40 years old will be demolished only in exceptional circumstances as determined in the sole discretion of Council.*
- (4) An acceptable security of \$1.00 per square foot of the lot under consideration will be required to be posted upon issuance of a Development Permit for a demolition to ensure that the intended re-development proceeds."*

The structure is noted as being 49 years of age; therefore, the sole discretion on this decision lies with Council. Additionally, it should be noted that the applicant has not submitted a redevelopment plan, nor received an approved development permit for redevelopment. This can be attributed to the fact that the applicant states that no redevelopment of the site is planned at this time. The intent behind the redevelopment deposit policy is to implement the OCP goal of disincentivizing vacant lots and encouraging redevelopment of underutilized lots. Therefore, to permit a demolition when the applicant has intentionally chosen not to redevelop would be counter-productive to the intent of the OCP. It is administration's understanding that this application was tabled in 2017 for this same reason.

The applicant also requested a waiver of the redevelopment deposit; the request in the applicant's letter reads as follows: *" We are requesting that the City of Dawson waive the redevelopment security deposit on this project...it is understandable that a private developer may need to provide security to ensure future appropriate development, but at a government to government level, this risk is minimal" .*

Administration disagrees with this statement; if there was a planned redevelopment in place for the site with an approved development permit, it could be considered relatively low-risk for Council to waive the redevelopment security deposit. However, to approve a demolition permit with no redevelopment plan and to also waive the security deposit could be viewed as relatively high-risk, given that the applicant would then have no tangible incentive to ensure a timely redevelopment of the site.

With respect to zone-specific regulations, the subject property is zoned P2 – Institutional. The use classes are similar to that as identified in the OCP: namely, community uses such as education, health care, and cultural facilities. One such example of a use that would fit into the Institutional category and demonstrates strong need in the City of Dawson is a new day care facility, but this is just one example of the type of use that would be compatible in this location. Administration strongly encourages working closely with the applicant to come up with a redevelopment plan that adds value to the community prior to approving this demolition permit.

### **Heritage Management Plan**

The subject property is designated as Government Reserve in the Heritage Management Plan:

*"This area coincides generally with the land reserved for government building. It contains most of the important historical public / institutional buildings that expressed the authority of Government of Canada and the religious organizations."*

In essence, this zone is characterised by large estate lots with government/public buildings (largely classical in design) surrounded by well-manicured lawns and gardens. The applicant notes that the subject property is a “high value site”, and administration agrees with this assessment based on the above analysis. Therefore, it is even more critical that this high-value site in a prominent location be redeveloped for a community use.

## IMPLICATIONS

**General:** The redevelopment of this lot is likely to have a strong positive impact on the City of Dawson. The site’s prime location in a high-traffic area of town could be better utilized as a public/institutional space of some kind. The building is not currently in use, but with no redevelopment plans included with the application, the demolition of this structure has little to no benefit to the City of Dawson. Allowing this demolition to proceed as proposed is contrary to not one but two of the demolition policies currently in place. With no indication of when redevelopment will proceed or what that redevelopment will look like, administration is hesitant to recommend approval of this proposal. It is recommended that Council direct administration to collaborate with the applicant to create a suitable redevelopment plan before moving forward.

**Financial:** All costs associated with this application are borne by the applicant. The applicant has requested a waiver of the redevelopment fee. This should not be considered a negative financial impact, given that the deposit is intended to be refunded upon the redevelopment of the site. However, Council should consider the impact of waiving that fee, given that without the deposit, Council has no certainty that the redevelopment will proceed in a timely manner.

**Communication:** Notice of decision will be provided to the applicant by mail at the address listed on the application. The CDO will continue to collaborate with the applicant to determine the best course of action.

## OPTIONS

With respect to Demolition Permit #18-061, Council may choose one of the following options:

1. Table Application #18-061 and direct administration to collaborate with the applicant to create a redevelopment plan to the satisfaction of the CDO and Council, prior to the approval of a demolition permit.
2. Decline Application #18-061 and direct the applicant to resubmit when a redevelopment plan has been determined for the lot.
3. Approve Application #18-061 as presented on the premise that Yukon Government will redevelop the site at a later date, with direction to administration as to what the minimum standard for redevelopment of the lot shall be.

With respect to the request to waive the redevelopment security deposit, Council may choose one of the following options:

1. Not waive the redevelopment security deposit.
2. Waive the redevelopment security deposit, accepting that Yukon Government will redevelop the site at a later date.

**APPENDICES / SCHEDULES**

Appendix A. Application Form and Cover Letter

Appendix B. Application #17-052

**APPROVAL & CAO COMMENTS**

Respectfully Submitted,

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

\_\_\_\_\_  
Date

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

*C. Bellmore*

\_\_\_\_\_  
July 5, 2018

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

\_\_\_\_\_  
Date



Highways and Public Works  
Property Management Division  
PO Box 2703, Whitehorse, Yukon Y1A 2C6

June 14, 2018

Clarissa Huffman, BA, BURPI  
Community Development and Planning Officer  
City of Dawson  
(867) 993-7400 ext.414  
cdo@cityofdawson.ca

Good morning,

Please find attached the completed Development Application and Permit (Demolition) for the Alexander McDonald lodge (old) demolition project.

We are requesting that the City of Dawson wave the redevelopment security deposit on this project. At this time there is no formal plan to redevelop the site, but as a high value site, appropriately zoned and titled, it is an asset with significant potential for future projects.

It is understandable that a private developer may need to provide security to ensure future appropriate development, but at a government to government level, this risk is minimal.

We respectfully ask that this be considered and that pending any final decision a conditional demolition permit be approved so that the work may be completed this summer season.

Regards,

A handwritten signature in black ink, appearing to read "Philip Christensen", with a long horizontal line extending to the right.

Philip Christensen  
Senior Building Program Manager  
Property Management (W-5)

cc. Shelby Workman  
Director Capital Development (W-5)



# THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0  
PH: 867-993-7400 FAX: 867-993-7434  
[www.cityofdawson.ca](http://www.cityofdawson.ca)

OFFICE USE ONLY	
APPLICATION FEE:	210.00 +gst
DATE PAID:	invoiced
PERMIT #:	18-061

## DEVELOPMENT APPLICATION & PERMIT (DEMO)

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES AND SUBMISSION REQUIRMENTS PRIOR TO COMPLETING FORM.

### PROPOSED DEVELOPMENT

CIVIC ADDRESS: 636-5<sup>th</sup> Ave, Dawson City, Yukon VALUE OF DEVELOPMENT: \$600,000

LEGAL DESCRIPTION: LOT(S) 1 PCLK BLOCK D ESTATE Government Reserve ADD PLAN# CLSR 10470

EXISTING USE OF LAND / BUILDINGS: Old McDonald Lodge Building - Not in Use

AGE OF STRUCTURE: Please provide the age of the structure you wish to demolish and attach supporting evidence.

Alexander McDonald Lodge (old) was constructed in 1969 and is 49 years of age. Attached is a copy of the site plan from original tender document set.

RATIONALE: Please provide justification for the demolition.

Building has reached the end of its useful life based on operational requirements and building condition. N new facility was built in 2016 rendering the old facility redundant.

PROPOSED RE-DEVELOPMENT: Please provide the Permit # of the approved development permit that was issued for this lot, and a brief description of your plans.

A new facility, Alexander McDonald Lodge (new), was build in 2016. This facility was built on a site adjacent to the new Dawson Hospital. This was done for operational and functional reasons. It was the intention that one replace the other but for operational requirements, the new facility had to be completed prior to the demolition of the old.

There are no current plans to re-develop the building site following demolition beyond clearing and leveling the site with gravel.

### APPLICANT INFORMATION

APPLICANT NAME(S): Philip Christensen

COMPANY NAME: Government of Yukon

MAILING ADDRESS: PO Box 2703 (W5), Whitehorse, Yukon POSTAL CODE: Y1A 2C6

EMAIL: philip.christensen@gov.yk.ca FAX #: \_\_\_\_\_

PHONE #: 867 667 8565 ALTERNATE PHONE #: 867 332 5195

### OWNER INFORMATION

OWNER NAME(S): Government of Yukon

MAILING ADDRESS: PO Box 2703 (W5), Whitehorse, Yukon POSTAL CODE: Y1A 2C6

EMAIL: As Above FAX #: \_\_\_\_\_

PHONE #: \_\_\_\_\_ ALTERNATE PHONE #: \_\_\_\_\_

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

**DECLARATION**

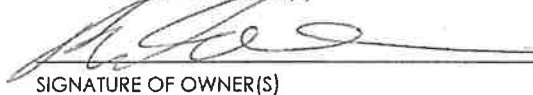
- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw No. 12-27 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/ WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

JULIE 15/2018  
DATE SIGNED

  
SIGNATURE OF APPLICANT(S)

JULIE 15/2018  
DATE SIGNED

  
SIGNATURE OF OWNER(S)

**INSTRUCTIONS AND GUIDELINES**

**IT IS IMPORTANT TO READ AND UNDERSTAND THE FOLLOWING INSTRUCTIONS PRIOR TO COMPLETING THE APPLICATION FORM.**

1. Demolition will only be permitted when an application for a development permit for redevelopment of the site has been approved and issued.
2. Demolition of protected buildings and structures less than 40 years old will only be permitted if the proposed replacement would improve the quality of the built environment.
3. Demolition of buildings and structures more than 40 years old will be demolished only in exceptional circumstances as determined in the sole discretion of Council.
4. An acceptable security \$1.00 per square foot of the lot under consideration will be required to be posted upon issuance of a Development Permit for a demolition to ensure that the intended re-development proceeds.



# THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0  
PH: 867-993-7400 FAX: 867-993-7434  
[www.cityofdawson.ca](http://www.cityofdawson.ca)

OFFICE USE ONLY	
APPLICATION FEE:	\$ 25
DATE PAID:	
PERMIT #:	17-052

## DEVELOPMENT APPLICATION & PERMIT

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES AND SUBMISSION REQRIMENTS PRIOR TO COMPLETING FORM.

### PROPOSED DEVELOPMENT

CIVIC ADDRESS: 636-5th Ave, Dawson City, YT VALUE OF DEVELOPMENT: \$10,000.00 <sup>24168</sup>

LEGAL DESCRIPTION: LOT(S) 1 PCLK BLOCK D ESTATE GOVT RESERVE ADD PLAN# CLSR 10470

EXISTING USE OF LAND / BUILDINGS: Old McDonald Lodge - not in use. Ambulance Garage still in use.

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development.

Convert the land occupied currently by the former McDonald Lodge into a grassy pad. The Ambulance garage (YG Bldg. #2595) to remain in place and operational.

### APPLICANT INFORMATION

APPLICANT NAME(S): Rocky Philpott

COMPANY NAME: Yukon Government

MAILING ADDRESS: P.O. Box 2703 (W-5), Whitehorse, YT POSTAL CODE: Y1A 2C6

EMAIL: rocky.philpott@gov.yk.ca FAX #: 867-393-6319

PHONE #: 867-667-8168 ALTERNATE PHONE #: 867-689-1150

### OWNER INFORMATION

OWNER NAME(S): Yukon Government

MAILING ADDRESS: P.O. Box 2703 (W-5), Whitehorse, YT POSTAL CODE: Y1A 2C6

EMAIL: \_\_\_\_\_ FAX #: \_\_\_\_\_

PHONE #: \_\_\_\_\_ ALTERNATE PHONE #: \_\_\_\_\_

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

### DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw No. 12-27 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/ WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

JUN 02 2017

DATE SIGNED

SIGNATURE OF APPLICANT(S)

DATE SIGNED

SIGNATURE OF OWNER(S)



# THE CITY OF DAWSON

## Request for Decision



**TO:** Mayor and Council  
**FROM:** Marta Selassie, Recreation Manager  
**DATE:** July 2, 2018  
**SUBJECT:** Crocus Concession Lease

### RECOMMENDATION

THAT Council direct administration to enter into a lease agreement between the City of Dawson and Tr'ondëk Hwëch'in, for use of the Crocus Bluff Concession Building.

### PURPOSE

Bylaw #10-10 "Lease and Rental Bylaw" requires a resolution of Council to lease or rent property from another party. Upon passing of a resolution the authority is delegated to the CAO. Administration is seeking a resolution of Council to enter into a lease agreement with Tr'ondëk Hwëch'in for the use of the Crocus Concession building for a summer day camp program.

### CURRENT STATUS

The Crocus Bluff Concession does not have any scheduled rentals for the 2018 season. Tr'ondëk Hwëch'in began renting the facility at the daily rate on June 27, 2018 and have requested the use of the space until August 17, 2018.

### CONSIDERATIONS / DISCUSSION

The Crocus Bluff Concession is not a heavily used facility. The seasonal rental rate is \$1200 for day camp use. The recently received request from Dawson City Music Festival for overflow camping does not conflict with the day camp use.

### IMPLICATIONS

**General:** *n/a*

**Staffing:**

- There will be no new staffing requirements

**Financial:**

- \$1200 revenue

**Policy / Legislated Requirements:** *n/a*

**Legal:** n/a

**Follow up Action:**

- Finalize lease agreement with Tr'ondëk Hwëch'in

**OPTIONS**

1. THAT Council direct administration to enter into a lease agreement between the City of Dawson and Tr'ondëk Hwëch'in, for the lease of the Crocus Bluff Concession Building.
2. THAT Council direct administration not to enter into a lease agreement between the City of Dawson and Tr'ondëk Hwëch'in, for the lease of the Crocus Bluff Concession Building.

**APPROVAL & CAO COMMENTS**



Cory Bellmore, CAO  
Date: July 5, 2018

# THE CITY OF DAWSON

## Request for Decision



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**TO:** Mayor and Council  
**FROM:** Mark Dauphinee, Superintendent of Public Works  
**DATE:** July 3, 2018  
**SUBJECT:** **Contract Award of Water Licence MN16-053 2018 Physical Inspection and Report**

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### RECOMMENDATION

That Council award the Water Licence MN16-053 2018 Physical Inspection and Report as presented to AECOM contingent on AECOM also getting the inspection contract for the WWTP.

### PURPOSE

To procure the services of an engineering firm to complete the 2018 Annual Engineering Inspection for Water Licence MN16-053.

### BACKGROUND

In October 2017, the City of Dawson and Yukon Government (YG) finalized the transfer of the City's existing wastewater treatment water licence to YG while the City received a new water licence that outlines the way we are to operate our potable water wells, wastewater collection system and storm water conveyance systems.

The City of Dawson's current water licence has requirements for monthly water sampling reporting, annual reporting and annual physical inspections of our water, sewer and storm infrastructure to be conducted by a professional engineer.

### CURRENT STATUS

Administration sought the services of qualified engineering firms for the provision of annual inspection services and annual reporting as presented to council on March 12, 2018 under a Request for Quotes: Water Licence MN16-053 2018 Physical Inspection and Annual Report. Unfortunately, no firms responded to the request. Administration contacted the engineer who has previously completed our annual reports and requested a quote for these services. Administration then worked with the contractor to review the scope of work with a view to reducing the cost. The annual report to the Water Board is not

included in this proposal and administration is currently evaluating the best method of having this report completed within budget.

## CONSIDERATIONS / DISCUSSION

In the past, the City used to contract out the monthly reporting and annual reporting. The annual physical inspection is a new requirement with this licence.

City of Dawson utility staff are completing the monthly reporting and it is administration's intention to contract out the annual physical inspection and the annual report. This is an expected expense of approximately \$45,000 which has been budgeted for in the 2018 public works operating budget. This price is based off a solicited quote from the engineer that the City has been using for water licence reporting services in the past.

## IMPLICATIONS

**General:** As purveyors of water, the City of Dawson has a legal responsibility to provide clean potable water to our customers. A minimum level of quantity and quality must be maintained for all users of our system. This minimum standard is governed by the *Yukon Waters Act*, the *Yukon Waters Regulation* and our water licence.

**Staffing:** Utilities staff are now completing the monthly reports in house.

**Financial:** The Water Licence MN16-053, 2018 Physical Inspection falls within the \$45k that has been budgeted for the annual inspection and annual report. This is a budgeted expense in the 2018 public works operating budget. The cost of this work has risen dramatically in the past year due to the new requirement of the annual physical inspection. The City used to spend ~\$10,000 per year to hire a consultant to complete the monthly reports and the annual report. To save money, the monthly reports are now being completed in house.

**Policy / Legislated Requirements:** This work is a regulatory requirement governed by the *Yukon Waters Act* and *Yukon Waters Regulation*.

**Legal:** If the City of Dawson fails to comply with any provision or condition of the water licence, the Yukon Water Board may, subject to the Act, cancel the licence.

**Follow up Action:** Administration will award the contract to AECOM if AECOM are also able to secure the inspection services contract for the WWTP. If AECOM does not secure the contract for the WWTP administration will reevaluate.

**Communication:** Council will continue to be consulted on all major decision points and be informed of all major project milestones.

## ALIGNMENT TO OFFICIAL COMMUNITY PLAN & MUNICIPAL PRIORITIES

### **Official Community Plan:**

#### 3.2 Municipal Infrastructure

*Municipal infrastructure includes drainage systems, ..., a sewer system and a water system. Maintaining, operating, replacing and expanding this infrastructure is very costly due to the local topography. Potential climate change impacts and increased energy costs also threaten the long term sustainability of existing infrastructure.*

*Long-term goal:*

*Ensure the provision and/or development of municipal infrastructure is effective and efficient.*

#### 3.7 Environmental Stewardship

*Dawson is located in a beautiful area and surrounded by a rich and vibrant natural environment. Addressing important local environmental impacts is essential to Dawson's overall sustainability.*

*Long-term goal:*

*Minimize the environmental impacts of municipal regulations, programs, services and projects.*

*Implementation approached include:*

*f. Consider ways to mitigate the impacts of storm water runoff in the community.*

## OPTIONS

1. That Council approve the Engineering Proposal – 2018 Annual Engineering Inspection for Water Licence MN16-053 as presented contingent on AECOM also getting the inspection contract for the WWTP.
2. That Council request administration go back to market for the procurement of the 2018 Annual Engineering Inspection for Water Licence MN16-053.

## APPROVAL & CAO COMMENTS

Cory Bellmore, CAO

Date:



# THE CITY OF DAWSON

## Bylaw No. 2017-02

**WHEREAS** section 230(1) of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that council may, by bylaw, authorize its municipality to enter into an agreement with the Government of Yukon for the purpose of collectively providing a municipal service within the boundaries of the municipality or within the area over which the Government of Yukon has jurisdiction; and

**WHEREAS** the City of Dawson and the Government of Yukon have negotiated a Service Agreement to have the Government of Yukon operate and maintain the Dawson Waste Water Treatment Plant; 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 ***Waste Water Treatment Plant Service Agreement Bylaw.***

#### 2.00 Purpose

2.01 The purpose of this bylaw is to approve the City of Dawson entering into a Service Agreement with Government of Yukon regarding the Dawson Waste Water Treatment Plant.

#### 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. 2017-02

### PART II – APPLICATION

#### 4.00 Agreement

4.01 The City of Dawson is hereby authorized to enter into a Service Agreement with the Government of Yukon with respect to operation and maintenance of the Dawson Waste Water Treatment Plant.

4.02 The Mayor and CAO are hereby authorized to execute the Service Agreement identified in section 2.01 of this bylaw on behalf of the City of Dawson.

### PART III – FORCE AND EFFECT

#### 5.00 Severability

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

#### 6.00 Enactment

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

#### 7.00 Bylaw Readings

Readings	Date of Reading
FIRST	<b>February 16, 2017</b>
SECOND	<b>June 26, 2018</b>
THIRD and FINAL	<b>July 17, 2018</b>

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

**Presiding Officer**

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

**Chief Administrative Officer**

# AGREEMENT FOR OPERATION OF THE DAWSON WASTEWATER TREATMENT PLANT

THIS AGREEMENT made  
BETWEEN

**GOVERNMENT OF YUKON**, as represented by the Minister of Community Services

(hereinafter called "YG")

AND

**CITY OF DAWSON**, a municipality under the Yukon *Municipal Act*, RSY 2002, c. 154, as represented by its Mayor

(hereinafter called "Dawson")

being collectively the parties (the "Parties") to this Agreement ("Agreement").

IN CONSIDERATION for the mutual promises contained in this Agreement, YG and Dawson agree as follows:

## WHEREAS:

- A. The Parties wish to outline their rights and obligations in respect of the future operation and maintenance of the Dawson Wastewater Treatment Plant (the "Plant");
- B. Dawson will remain solely responsible for the operation and maintenance of the sewage and storm water collections systems within the City of Dawson and its municipal boundaries ("Collection System"); and
- C. The Parties will make reasonable efforts to cooperate and work collaboratively on the operation and maintenance of the Plant and Collection System.

## 1.0 Term

- .1 The term of this Agreement shall be 5 years from **April 1, 2017 to March 31, 2022** and may be renewed upon the written consent and signature of both Parties.

## 2.0 YG Obligations

- .1 YG will operate and maintain the Plant, subject to the following:
  - .1 the Yukon *Financial Administration Act*, RSY 2002, c. 87 and its regulations (as amended), in particular, section 24(2) which reads as follows: "It is a term of every contract that money that becomes due under the contract is not payable unless a provision of this or another Act authorizes the payment to be made in the fiscal year when the payment falls due"; and
  - .2 Dawson approving this Agreement by bylaw.
- .2 YG will be responsible for the costs of operating and maintaining the Plant.
- .3 YG may levy a charge for receiving education at the Plant.
- .4 YG will make commercially reasonable efforts to repair and maintain the Plant in a timely manner and shall provide advance notice within a reasonable time to Dawson of any substantial repairs or maintenance to the Plant.

## 3.0 Dawson Obligations

- .1 In exchange for YG's operation and maintenance of the Plant, Dawson will:

- .1 pay YG an annual service fee of \$210,000.00 ("Annual Fee"), 50% of which shall be delivered to YG by August 31 of each year, and the remaining 50% of the Annual Fee shall be delivered by February 28 of each year; and
- .2 waive its right to receive any Grant in Lieu of taxes in respect of the Plant during the time that YG owns the Plant.

The Annual Fee will be adjusted annually in accordance with the applicable annual average index of the Consumer Price Index for Canada published by Statistics Canada rounded to one decimal place, which will take effect on January 1 of each year.

- .2 Dawson will operate and maintain the Collection System. Dawson will be responsible for the costs of operating and maintaining the Collection System.
- .3 Dawson will make commercially reasonable efforts to repair and maintain the Collection System in a timely manner, and shall provide advance notice within a reasonable time to YG of any substantial repairs or maintenance to the Collection System.
- .4 Dawson shall comply with all laws, and regulations related to water and sewer services (as amended) during the term of this Agreement, and educate users of the Collection System about what substances should enter the Collection System.

#### **4.0 Cooperation between the Parties**

- .1 Both Parties shall work cooperatively to:
  - .1 operate and maintain the Plant and Collection System, including, but not limited to: correcting any substantial problems or issues with the Plant or Collection System; and
  - .2 establish protocols for communications between the Parties, access to the Plant and Collection System, the disposal of sludge from the Plant, emergencies, and other areas related to the operation and maintenance of the Plant and Collection System.
- .2 Both Parties may, in their sole discretion, assign or subcontract the work for the operation and maintenance of the Plant or Collection System, and shall cooperate with any third party assigned or subcontracted by the other Party to perform such work or services.
- .4 Each Party will designate in writing an individual to act as that Party's representative who will have authority to communicate and exchange information between the Parties.

#### **5.0 Confidentiality**

- .1 If a Party provides any documents, correspondence, or materials designated confidential to the other Party (the "Materials"), the other Party shall treat such Materials in a confidential manner and shall not use, copy, disclose, permit to be disclosed, or otherwise communicate such Materials, except:
  - .1 with the prior written consent of the other Party;
  - .2 as is necessary to share with third parties in order to properly perform that Party's duties under this Agreement; or
  - .3 as required by law provided that the Party gives prompt notice in writing to the other Party upon becoming aware of such a requirement.
- .2 Both Parties shall maintain such Materials in a safe and secure manner.
- .3 For greater certainty, sections 5.1 to 5.3 shall survive the expiry or termination of this Agreement.

## **6.0 Termination and Suspension**

- .1 Either Party may terminate this Agreement for reasonable cause, including, but not limited to:
  - .1 if the other Party is adjudged bankrupt, makes a general assignment for the benefit of creditors, or a receiver is appointed on account of its insolvency, or fails to make payment to creditors when payment is due; or
  - .2 if the other Party breaches a material term of this Agreement.
- .2 In the case of termination, both Parties shall continue to discharge any outstanding obligations under this Agreement until the actual date of termination. Any disputes related to or arising from the termination shall be resolved in accordance with section 7.0 – Dispute Resolution, including, but not limited to: any costs or damages incurred by either Party resulting from the termination of this Agreement.
- .3 In the case of an emergency or where conditions arise which in either Party's reasonable opinion make it necessary, either Party may suspend operation of the Plant or Collection System in whole or in part. Where reasonably possible, the Party suspending operations will give 5 calendar days prior written notice of the suspension to the other Party and the suspension shall be effective on the date and in the manner specified in the notice. In the case of an emergency, notice of the suspension may be provided promptly after the emergency and suspension of operations has occurred. No Party shall be liable to the other Party for any bona fide suspension arising from or caused by an emergency or conditions which in either Party's reasonable opinion make it necessary to suspend the Plant.

## **7.0 Dispute Resolution**

- .1 The Parties shall: make all reasonable efforts to resolve disputes arising under this Agreement by amicable negotiations; handle any disputes in a confidential and respectful manner, and agree to provide, without prejudice, frank, candid and timely disclosure of relevant facts, information and documents to facilitate these negotiations, subject to law.
- .2 If a dispute has not been resolved by negotiation, then the dispute shall be referred to mediation upon either Party providing written notice to the other Party that it wishes the dispute to be resolved by mediation. If the Parties are unable to agree upon the choice of a mediator, either Party may apply to a Yukon court to appoint a mediator.
- .3 Should mediation not resolve the dispute, a Party may refer the unresolved dispute to the courts or, upon mutual agreement by the Parties, to any other form of dispute resolution, including arbitration.
- .4 Any endeavour to resolve disputes arising out of this Agreement by negotiation, mediation or other means of dispute resolution, including arbitration, will be conducted on a confidential basis. The Parties shall bear the costs of any dispute resolution process, including mediation or arbitration equally.
- .5 The Parties agree to submit to the exclusive jurisdiction of the court in the Yukon if a dispute is to be resolved by the courts, or to mediation or arbitration in the Yukon if a dispute is to be resolved by mediation or arbitration.

## **8.0 General**

- .1 This Agreement constitutes the entire agreement between the Parties in respect of the subject matter of this Agreement and supersedes all prior representations, negotiations, communications, understandings, and other agreements with respect to the subject matter of this Agreement (whether written or oral).

There are no representations, warranties, guarantees, promises or agreements (express or implied) other than those explicitly contained in this Agreement.

- .2 Any change or amendment to this Agreement must be made upon written agreement signed by both Parties.
- .3 Nothing in this Agreement shall create the relationship of principal and agent, partnership, or joint venture between the Parties.
- .4 No action or failure to act by either Party shall constitute a waiver of any right or duty afforded to them under this Agreement, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed to by both Parties in writing.
- .5 If any provision of this Agreement is found to be invalid, illegal or unenforceable, such provision shall be severed from this Contract and the other provisions of this Contract will remain in full force and effect.
- .6 Neither Party shall assign this Agreement (in whole or in part) without the prior written consent of the other Party.
- .7 No Party shall be liable to the other Party for any bona fide failure or delay in the performance of this Agreement arising from or caused by a Force Majeure. Should a Force Majeure affect the Parties obligations under this Agreement, the Parties shall consult with each other and decide on the necessary action to take. For the purposes of this Agreement, the term "Force Majeure" means any circumstances beyond the control of a Party, including, but not limited to: acts of God, strikes or labour difficulties, fire, unusual delay by common carriers, weather, or flooding.
- .8 This Contract will be deemed to have been made in and will be interpreted and enforced by the courts in Yukon and in accordance with the laws in force in the Yukon.

**9.0 Notices**

- .1 Any written communication, notice, or documents to be provided under this Agreement will be addressed to the Parties at the address set out below. The delivery of such written communication, notice, or documents will be by hand; by courier; by mail; facsimile or electronic mail and will be deemed to have been received by the other Party:
  - .1 if delivered in person or by courier, on the date of delivery;
  - .2 if sent by mail, it shall be deemed to have been received 5 Working Days after the date on which it was mailed;
  - .3 if sent by facsimile or electronic mail, it shall be deemed to have been received on the date of its transmission if there is no indication of failure of receipt communicated to the sender and the date of transmission is a Working Day and received at the place of receipt during normal business hours, if not received on a Working Day or during normal business hours, then it shall be deemed to have been received at the opening of business at the place of receipt on the next Working Day following the transmission thereof.

For the purposes of section 9.1, "Working Day" means a day that is not a Saturday, Sunday, or statutory holiday in the Yukon. Contact information for a Party may be changed by written notice to the other Party setting out the new contact information in accordance with section 9.1.

**Government of Yukon**  
**Director of Community Operations**

**City of Dawson**  
**CAO City of Dawson**

**Address:** Box 2703

**Address:** 1336 Front Street

Phone: 867-456-6191  
Fax: 867-393-6397  
Email: dave.albisser@gov.yk.ca

Phone: 867-993-7400  
Fax: 867-993-7434  
Email: cao@cityofdawson.ca

**10.0 Signing**

- .1 Each Party represents and warrants that it has full power and authority to enter into, perform, and execute this Agreement, and that each person signing this Agreement on behalf of a Party has been properly authorized and empowered to enter into and execute this Agreement. This Agreement shall be binding upon the Parties hereto and their lawful heirs, executors, administrators, successors and assigns.
- .2 This Agreement may be executed in counterparts, each of which will be deemed as an original and all of which will constitute one and the same document.

The Parties have executed this Agreement by their duly authorized representatives on the date of signature below, and if signed on different dates, then the later of those dates. SIGNED AND DELIVERED in the presence of:

**Government of Yukon**

**City of Dawson**

DAVE ALBISSER

Print Name

DIRECTOR, OPS & PROGRAMS

Title

[Signature]

Signature

JUNE 11/18

Date of Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of Signature



# THE CITY OF DAWSON

## Bylaw No. 2018-02

**WHEREAS** Section 289 of the Municipal Act, (R.S.Y. 2002), and amendments thereto provides that a Council may, by a Zoning Bylaw, prohibit, regulate and control the use and development of land and buildings in a municipality; and

**WHEREAS** Section 294 to 296 of the Municipal Act, (R.S.Y. 2002), and amendments thereto provides for amendment of the Zoning Bylaw; and

**WHEREAS** it is deemed desirable and expedient to amend the City of Dawson Zoning Bylaw #12-27;

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

### PART I - INTERPRETATION

#### 1.00 Short Title

1.01 This bylaw may be cited as the "***Zoning Bylaw Amendment No. 18 Bylaw.***"

#### 2.00 Purpose

2.01 The purpose of this bylaw is to provide an amendment to SCHEDULE B, Land Use Map (Valley, Confluence, and Bowl) to change the designation of the land known as Lot 1205 Quad 116 B/03 in Dawson City, Yukon Territory, from C2 (Service Commercial) to R3 (Country Residential), as shown in Appendix 1 of this bylaw.



# THE CITY OF DAWSON

Bylaw No. 2018-02

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# THE CITY OF DAWSON

## Bylaw No. 2018-02

### 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 Amendment

SCHEDULE B, Land Use Map (Valley, Confluence, and Bowl) is hereby amended to change the designation of the land known as Lot 1205 Quad 116 B/03 in Dawson City, Yukon Territory, from C2 (Service Commercial) to R3 (Country Residential), as shown in Appendix 1 of this bylaw.



# THE CITY OF DAWSON

## Bylaw No. 2018-02

### PART III – FORCE AND EFFECT

#### 5.00 Severability

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

#### 6.00 Enactment

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

#### 7.00 Bylaw Readings

Readings	Date of Reading
FIRST	June 12, 2018
PUBLIC NOTICE	June 5, 2018
PUBLIC NOTICE	June 12, 2018
PUBLIC HEARING	June 26, 2018
SECOND	July 17, 2018
THIRD and FINAL	July 17, 2018

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

\_\_\_\_\_  
Cory Bellmore, CAO  
Chief Administrative Officer



# THE CITY OF DAWSON

Bylaw No. 2018-02

## PART IV – APPENDIX (APPENDICES)

### Appendix 1. Location Map of Lot 1205 Quad 116 B/03





# THE CITY OF DAWSON

## Bylaw No. 2018-09

**WHEREAS** section 265(c) of the *Municipal Act*, RSY 2002, c. 154 provides that council may pass bylaws with respect to businesses, business activities, and persons engaged in business; and

**WHEREAS** section 266 of the *Municipal Act* provides that council may in such bylaws regulate, control or prohibit, and provide for a system of licences, inspections, permits or approvals;

**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 Title

This Bylaw may be cited as the “***Business Licence Bylaw***”.

#### 2.00 Purpose

The purpose of this Bylaw is to provide for the Licensing of businesses within the City of Dawson.

#### 3.00 Reference to a Bylaw

For the purpose of this Bylaw, any reference to any other bylaw, unless otherwise stated, refers to a City of Dawson bylaw.



# THE CITY OF DAWSON

## Bylaw No. 2018-09

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# THE CITY OF DAWSON

## Bylaw No. 2018-09

### 4.00 Definitions

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) “business” means
  - I. any commercial, merchandising, or industrial activity or undertaking, or
  - II. any profession, trade, occupation, calling or employment, or
  - III. any activity providing goods or services for the purpose of gain or profit.
- (c) “busker” means an individual or group who provides street performances for the public by playing an instrument, singing, dancing, juggling, miming, performing magic or providing other entertainment in a public place accepting voluntary donation.
- (d) “Bylaw Enforcement Officer” means a person employed by the City of Dawson to enforce bylaws;
- (e) “CAO” means the Chief Administrative Officer for the City of Dawson;
- (f) “carry on or operate a business” includes the action of any person providing any business activities including advertising by newspaper or any other means that the business activity is available.
- (g) “CDO” means the Community Development and Planning Officer for the City of Dawson;
- (h) “child care services” means a business providing day care, day camp, childcare, play school, or other similar types of services.
- (i) “city” means the City of Dawson, Yukon Territory.



# THE CITY OF DAWSON

## Bylaw No. 2018-09

- (j) “Farmers' Market” means a temporary or seasonal market for the display and sale of farm produce and products in an open air or indoor venue.
- (k) “flea market or bazaar” means the occasional sale of crafts and trinkets.
- (l) “hawker or peddler” means any person who, whether as principal or agent:
  - I. goes from place to place selling or offering for sale any merchandise or services to any person, or
  - II. sets up tables, carts, mobile displays or any other temporary structure to offer or expose for sale to any person goods, wares, or merchandise, or
  - III. Robert Service School (RSS) students or local community organizations fundraising for specific events and/or activities are not considered hawkers or heddlers and are permitted to participate in door to door fundraising activities in residential zones.
- (m) “Inter-Municipal Business License” means a business license purchased in addition to the standard business license allowing the licensee to conduct business in other participating Yukon communities. An Inter-Municipal Business License may be purchased from any Association of Yukon Communities (AYC) municipality participating in the program.
- (n) “local business” means any business which operates from a permanent residence within the Tr’ondëk Hwëch’in Traditional Territory.
- (o) “mobile refreshment stand” means a non-permanent and/or portable booth, stand, or vehicle for the sale of food, beverages, or refreshment, prepared or cooked on the vehicle, and includes, without limitation hot dog, sausage, hamburger carts or similar stands.



# THE CITY OF DAWSON

## Bylaw No. 2018-09

- (p) “mobile vendor” means an independently operated vehicle or structure occupying private space typically for the purpose of providing retail products, and/or services for commercial sale by a business entity, in an outdoor setting to either passers-by or seated patrons.
- (q) “non-local business” means a business that is not a local business nor a regional business.
- (r) “person” means any individual, association, firm, partnership, corporation, agent or trustee and the heirs, executors, or other legal representatives of a person to whom the context can apply according to law;
- (s) “public land” means land that is owned by or under the care and control of the City of Dawson.
- (t) “regional business” means any business which operates from a permanent residence outside of the Tr’ondëk Hwëch’in Traditional Territory but within the Yukon Territory.
- (u) Tr’ondëk Hwëch’in Traditional Territory means the area within the boundaries of the Tr’ondëk Hwëch’in Traditional Territory.

## PART II – APPLICATION

### 5.00 Activities Not Requiring A Business License

The following businesses are hereby exempted from requiring a business license:

- (a) residential garage sales of less than forty eight (48) hours in duration;
- (b) the sale of a limited number of homemade, souvenir, or miscellaneous type items at community flea markets or bazaar including the Community Artists’ Market;
- (c) the sale of a limited number of miscellaneous or souvenir items provided that such sale occurs in the course of carrying on a business otherwise licensed pursuant to this Bylaw;
- (d) vending machines which are installed on premises for which the owner of the machine has a valid business license;



# THE CITY OF DAWSON

## Bylaw No. 2018-09

- (e) coin operated washers, dryers, or other laundry equipment provided by the owner of rental accommodation for the exclusive use of the occupants thereof;
- (f) buskers;
- (g) such other businesses as determined by resolution of Council.

### 6.00 Administration Of Business Licenses

- 6.01 Applications, application fees and all related permits or other documentation required to complete the application shall be received by the City at the municipal offices during normal business hours.
- 6.02 The City shall examine all business license application forms and other information submitted in connection thereto. Based on their analysis and interpretation of the information, the City may refuse to issue a license.
- 6.03 Where a business requires approval to operate from a Yukon Health Officer, as defined by the *Public Health and Safety Act*, R.S.Y. 2002, c.176, the applicant for a business license may be required to provide written approval of the Yukon Health Officer and the City shall not issue a license until such proof has been provided.
- 6.04 The City shall prepare and issue all licenses pursuant to the terms of this Bylaw. The aforementioned license, upon approval shall be delivered by mail to the address on the application form, unless otherwise requested by the applicant.
- 6.05 Every business shall post their business license in a conspicuous location within the business premises. Should the business not have a premise the business license shall be presented upon request of the Bylaw Enforcement Officer.
- 6.06 The City shall keep records of all applications for licenses and other transactions in a form authorized by the CAO.
- 6.07 At any time a business is open for the purpose of conducting its business a Bylaw Enforcement Officer may inspect all premises licensed or required to be licensed to operate in order to ascertain compliance pursuant to the provisions of this bylaw.



# THE CITY OF DAWSON

## Bylaw No. 2018-09

- 6.08 No person shall interfere with or obstruct a Bylaw Enforcement Officer in the performance of duties being performed pursuant to this Bylaw.
- 7.00 General License Conditions**
- 7.01 No person shall carry on or operate any business within or partly within the City without first having obtained a business license, unless that person is exempted by this Bylaw or Council.
- 7.02 Every person required to obtain a business license shall pay the fee prescribed in the "*Fees and Charges Bylaw*" or any successor legislation.
- 7.03 The municipality is a signatory to the Association of Yukon Communities' Inter-Municipal Business Licence Agreement. Any business holding a valid license issued pursuant to that agreement, except a business of the hawker and mobile vendor kind as defined in this Bylaw, shall be deemed to be licensed pursuant to this Bylaw.
- 7.04 No license shall be issued until said fee or any previous fee or penalties levied pursuant to this Bylaw are paid.
- 7.05 Any fee left owing at December 31 of any year in which a business has operated will be applied to the property tax account associated with the business location.
- 7.06 Business license fees are non-refundable, saving fees paid for a license that is not approved. If the application is not approved a refund of the full amount paid less 15% administration fee will be issued.
- 7.07 Every license issued pursuant to this Bylaw shall expire at midnight on the 31<sup>st</sup> day of December in any given year, unless the license has been cancelled or revoked prior to that day.
- 7.08 Any business license issued pursuant to this bylaw is non-transferable. The business license is valid only in the business owner's name in which the license was issued and the business address for which the license was issued.
- 7.09 The CAO is hereby authorized to provide, in writing, an exemption from Section 7.08 of this Bylaw for a period not exceeding seven (7) days where an emergency occurs which requires a business to temporarily or permanently relocate.



# THE CITY OF DAWSON

## Bylaw No. 2018-09

- 7.10 If more than one business is carried out within a single premise a separate business license is required for each business.
- 7.11 The holder of a business license must at all times be in compliance will all federal and territorial laws and regulations and City bylaws pertaining to their operation.
- 7.12 The issuance of a business license shall not be deemed as approval to carry on or operate a business in or from any premise or location in contravention of any federal or territorial law or regulation or any municipal bylaw or regulation.
- 7.13 Where an umbrella organization, such as a Farmers' Market association, charges for the use of their space, they shall be required to obtain a business license. Participants who are selling goods at these events are also required to obtain their own license.

### 8.00 Special Conditions

- 8.01 A business or business activity that is subject to a federal or territorial license or permit, including without limitation, the sale of alcoholic beverages and the sale of such foods as are subject to a Permit to Operate issued by Yukon Health Services, shall first procure such license or permit and attach a copy thereof to the application for a business license.
- 8.02 Every application for a business license for private investigators or private patrol agencies shall be accompanied by information satisfactory to the City with respect to the character, criminal record if any, and general reputation of the applicant or applicants. The CAO may require a criminal record check of the applicant or applicants and, when not satisfied that the reputation of the applicant/s meets community standards for the type of business proposed, may refuse on this or any other grounds to issue a license.
- 8.03 Every application for a business license for any child care service must be accompanied by proof of approval to operate by the Yukon Territorial Government.
- 8.04 Every person conducting business in the city under an "*Inter-Municipal Business License*" must abide by all rules set forth in this bylaw.
- 8.05 Hawkers and peddlers are not permitted to operate in any area identified as residential in the *Zoning Bylaw* or any successor legislation.



# THE CITY OF DAWSON

## Bylaw No. 2018-09

### 9.00 Business Licensing Fees

- 9.01 A license is not valid until it has been issued by the CAO and the license fee has been paid.
- 9.02 An applicant for a license must pay to the City the applicable license fee for that business as set out in the *Fees and Charges Bylaw*. No license shall be issued until the fee is paid.
- 9.03 Council may review the business license fees on an annual basis to ensure that they are reflective of annual inflation, are comparable to other municipalities, and are reflective of City business license operating expenses.

### 10.00 Liability Insurance

- 10.01 All applications for any business being conducted on public land shall supply proof of valid public liability insurance in an amount of at least two million dollars (\$2,000,000.00). The City may require public liability insurance at a higher rate at its sole discretion. The licensee is required to maintain such insurance in force throughout the period that the business license is in effect. The City shall be included as an additional insured and shall be provided 30 days prior notice of cancellation on all general liability policies.

### 11.00 Buskers

- 11.01 Buskers and their audience must not block doorways, display windows, sidewalks, paths, bicycle routes, or City streets and roads and must not block pedestrian or vehicular traffic.
- 11.02 Performances must not jeopardize the comfort and safety of others and buskers must respect the wishes of nearby residents and visitors, particularly regarding the loudness of the performance.
- 11.03 All performances must be suitable for a general family audience rating.
- 11.04 Buskers shall not perform at sites that have been booked for events or festivals or where paid performers are working.
- 11.05 Performances may take place between 10:00 AM to 10:00 PM, seven (7) days per week.



# THE CITY OF DAWSON

## Bylaw No. 2018-09

- 11.06 Every busker shall be responsible for maintaining the lands in the vicinity of their operation in a clean, litter free and tidy state.
- 11.07 It shall be within the Bylaw Enforcement Officer's discretion to cease any activity that jeopardizes the comfort and safety of others.

### **12.00 Mobile Vendors**

- 12.01 Mobile Vendors are not permitted to display goods or merchandise which are offered for sale or intended to be offered for sale and/or provide services on a street, sidewalk or boulevard, or other public land other than at pre-determined locations authorized in advance by the CAO or their designate.
- 12.02 Each Mobile Vendor shall be responsible for maintaining the lands in the vicinity of their operation in a clean, litter-free and tidy state.

### **13.00 Mobile Refreshment Stands**

- 13.01 Mobile Refreshment Stands are permitted to sell concession type food in all areas of the City save and except areas zoned Residential pursuant to the *Zoning Bylaw*.
- 13.02 Mobile Refreshment Stands are required to present written proof of current Yukon Environmental Health approval and an approved business license.
- 13.03 A Mobile Refreshment Stand operating on public land shall, prior to the issue of a business license, provide verifiable confirmation of having purchased liability insurance in an amount of not less than two million dollars (\$2,000,000), and with the City of Dawson listed as an additional named insured.



# THE CITY OF DAWSON

## Bylaw No. 2018-09

- 13.04 Mobile Refreshment Stands must reflect the heritage standards of the community and will be required to receive approval for their apparatus from the CDO.
- 13.05 Mobile Refreshment Stand service shall be limited to the period from 7:00 AM to 3:00 AM, seven (7) days per week.
- 13.06 Every operator of a Mobile Refreshment Stand shall be responsible for the supply and maintenance of garbage receptacles and disposal of garbage to an approved disposal site.
- 13.07 Every Mobile Refreshment Stand shall be responsible for maintaining the lands in the vicinity of their operation in a clean, litter free and tidy state.

### 14.00 Special Events

- 14.01 It shall be within the discretion of the CAO to waive the necessity of a business license for Mobile Refreshment Stands or Street Vendors during special events if:
- (a) The event is being planned, organized and controlled by an organization holding a valid business license; or
  - (b) The organizing party supplies a written request to the CAO for such a waiver;
  - (c) The organizing party agrees, in writing, to abide by and enforce upon Mobile Vendors and Mobile Refreshment Stands contained in the waiver any conditions that the CAO may deem necessary.

### 15.00 Suspension And Revocation Of A License

- 15.01 A Bylaw Enforcement Officer may suspend or revoke a business license anytime where a license holder is contravening any of the aforesaid federal or territorial laws or regulations or municipal bylaw or regulations or where, in the opinion of the Bylaw Enforcement Officer, there is just and reasonable cause to do so. The Bylaw Enforcement Officer shall attempt to inform the license holder verbally of the suspension or revocation but in any event shall mail written notice of the suspension or revocation to the license holder as soon as is reasonably possible.



# THE CITY OF DAWSON

## Bylaw No. 2018-09

- 15.02 Any business licence holder who proceeds with any construction without a Development Permit required by the *Zoning Bylaw* for the project, will have their business license suspended until such time the Development Permit is obtained.
- 15.03 When a license has been suspended, the suspension shall be for such period of time as is necessary to bring the license holder into compliance with laws, bylaws or regulations or to rectify the grounds for the suspension as the case may be. In no event will the suspension be for longer than the unexpired term of the license.
- 15.04 When a Bylaw Enforcement Officer suspends or revokes a business license, the suspension or revocation will commence immediately.

### 16.00 Appeal

- 16.01 Any person who has been refused a business license and any license holder whose license has been refused, suspended or revoked may appeal in writing within thirty (30) days of the date of refusal, revocation or suspension to Council.
- 16.02 Council shall commence a hearing of the appeal within fourteen (14) days of receipt of the appeal. This hearing may be adjourned for a period not to exceed ten (10) days to provide time to gather necessary additional information. Such suspension of hearing shall not be unreasonably made. Should the Council fail to re-convene the hearing within ten (10) days, the appeal shall be deemed to have been decided in favour of the appellant.
- 16.03 Council shall make a decision on the appeal within ten (10) days of concluding the hearing of the appeal and shall inform the appellant of its decision in writing. Should the Council fail to make a decision within ten (10) days of the conclusion of the hearing, the appeal will be deemed to have been decided in favour of the appellant.
- 16.04 Written notice of any refusal, suspension, revocation or decision on an appeal under this Bylaw will be deemed to have been delivered to the applicant or license holder seven (7) days after it is posted by registered mail from the City to the address of the applicant or license holder as set out on the license application form.



# THE CITY OF DAWSON

## Bylaw No. 2018-09

### 17.00 Penalties

Any person who fails to comply with the requirements of this bylaw commits an offence and is liable, upon summary conviction, to:

- (a) a voluntary fine under section 20 of the *Summary Convictions Act*, issued in respect of an offence specified in Appendix "A" attached hereto and forming part of this bylaw;
- (b) a fine not less than five hundred dollars (\$500.00) where proceedings are commenced pursuant to the *Summary Convictions Act* of the Yukon.

### PART III – FORCE AND EFFECT

#### 18.00 Severability

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.

#### 19.00 Appendices

Appendices attached to and referred to in this Bylaw form part of this Bylaw and are to be read in conjunction with this Bylaw.

#### 20.00 Repeal

Bylaw 13-06 and its amendments thereto are hereby repealed.

#### 21.00 Enactment

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



# THE CITY OF DAWSON

## Bylaw No. 2018-09

### 22.00 Bylaw Readings

Readings	Date of Reading
FIRST	June 12, 2018
SECOND	July 17, 2018
THIRD and FINAL	July 17, 2018

Original signed by:

*Wayne Potoroka, Mayor*

**Presiding Officer**

*Cory Bellmore, CAO*

**Chief Administrative Officer**



# THE CITY OF DAWSON

## Bylaw No. 2018-09

### PART IV - APPENDICES

#### Appendix 1 – Voluntary Fines

Authority	Ticket Description	Penalty
Section 6.05	Fail to post or produce license or permit	\$50.00
Section 6.08	Interfere/Obstruct a Bylaw Enforcement Officer	\$300.00
Section 7.01	Unlicensed business	\$200.00
Section 8.05	Hawkers/Peddlers operate in residential areas	\$100.00
Section 11.00	Busk contrary to Business License Bylaw	\$50.00
Section 11.06, 12.02, 13.07	Fail to keep area tidy/litter free	\$100.00
Section 13.00	Mobile Refreshment Stands contrary to Business License Bylaw	\$100.00



# THE CITY OF DAWSON

## Bylaw No. 2018-12

**WHEREAS** pursuant to the provisions of Section 272 of the Municipal Act provides for jurisdiction over all highways within the limits of the municipality;

**WHEREAS** Section 276 (1) of the Municipal Act makes provision to permanently close a municipal highway or any portion thereof;

**WHEREAS** City of Dawson Bylaw No. 2001-26, cited as "2001 Land Sale Bylaw No. 3" authorized the sale of the subject property;

**WHEREAS** all adjacent properties are owned by the applicant, thus satisfying City of Dawson Policy #3: Maintenance of Alleys;

**THEREFORE**, pursuant to the provisions of the Municipal Act of the Yukon Territory, 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 Permanent Road Closure Bylaw No. 1.**"

#### 2.00 Purpose

2.01 The purpose of this bylaw is to close the laneway in Block M, Ladue Estate to traffic, as shown in Appendix 1 of this bylaw.



# THE CITY OF DAWSON

Bylaw No. 2018-12

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# THE CITY OF DAWSON

## Bylaw No. 2018-12

### 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 Amendment

4.01 The Laneway in Block M, Ladue Estate be closed as indicated on the area map attached as “Appendix 1” to this Bylaw, subject to the following conditions:

- a. Council shall pass first reading and proceed to public consultation and public hearing phase
- b. Council shall give notice of its intention to pass this Bylaw by posting notice a reasonable amount of time ahead of the Public Hearing date scheduled to hear submissions on this Bylaw.
- c. Council shall at the end of the notice period referred to in section 3 and prior to giving third and final Reading to the Bylaw, hold a Public Hearing regarding this Bylaw.
- d. The applicant shall register at the Land Titles Office a plan that shows the closure.



# THE CITY OF DAWSON

## Bylaw No. 2018-12

### PART III – FORCE AND EFFECT

#### 5.00 Severability

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

#### 6.00 Enactment

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

#### 7.00 Bylaw Readings

Readings	Date of Reading
FIRST	June 26, 2018
PUBLIC NOTICE	June 27, 2018
PUBLIC HEARING	July 10, 2018
SECOND	July 17, 2018
THIRD and FINAL	July 17, 2018

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

**Presiding Officer**

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

**Acting Chief Administrative Officer**



# THE CITY OF DAWSON

Bylaw No. 2018-12

## PART IV – APPENDIX (APPENDICES)

### Appendix 1. Location Map of Laneway of Block M, Ladue Estate





# THE CITY OF DAWSON

## Bylaw No. 2018-10

**WHEREAS** section 173 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that council may, by bylaw, establish the amount and any criteria in relation to the remuneration of a member of council (including the type of or rate or conditions for remuneration) in relation to

- (a) attendance at a council meeting or a council committee meeting;
- (b) expenses incurred in the course of attending a council meeting or a council committee meeting; or
- (c) any other expenses incurred in the course of performing any duty required to be performed by a member of council.

**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 ***Council Remuneration Bylaw***.

#### 2.00 Purpose

2.01 The purpose of this bylaw is to provide for remuneration to be paid to the Mayor and Councillors.

#### 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. 2018-10

### PART II – APPLICATION

#### 4.00 Annual Remuneration

- 4.01 The base annual remuneration for the Mayor for the 2018—2021 term of office shall be \$15,215.66 effective from November 1st, 2018 to October 31, 2021.
- 4.02 The base annual remuneration for each Councillor during the 2018—2021 term of office shall be \$10,143.97 effective from November 1st, 2018 to October 31st, 2021.
- 4.03 (a) on an annual basis, the base annual remuneration shall be adjusted by applying a factor equal to the change in Consumer Price Index (Nov.- Nov.) calculated by Statistics Canada for Whitehorse, subject to the following:
- I. annual increase shall not exceed 2.5% in any given year; and
  - II. where the Consumer Price Index indicates a negative adjustment, no adjustment shall be applied.
- (b) the adjusted base annual remuneration shall become effective on January 1st of the following calendar year.
- 4.04 Annual remuneration shall be paid bi-weekly and, where a member of council fails for any reason to serve in the respective office for a full twelve months, the remuneration shall be prorated on a bi-weekly basis for the period served.

#### 5.00 Remuneration Review

- 5.01 During the final year of council's term of Office, council shall schedule a review of the *Council Remuneration Bylaw* and proceed to amend it as deemed advisable at that time.

#### 6.00 Additional Payments

- 6.01 In addition to the annual remuneration provided pursuant to this bylaw, a member of council may be paid a per diem for each day the member of council is engaged in representing the City at any training session, event or meeting where such representation has been approved in advance by council resolution. The per diem shall be prorated as follows:



# THE CITY OF DAWSON

## Bylaw No. 2018-10

Representation	Entitlement	Amount
More than 4 hours	Full-Day	\$200.00
4 hours or less	½ Day	\$150.00

6.02 The per diem provided pursuant to this bylaw shall be paid with respect to such day or days on which a member of council:

- (a) represents the City at an approved training session, event or meeting; or
- (b) is required to be absent from the municipality for four or more hours for the purpose of travelling to and from an approved training session, event or meeting.

### 7.00 Expenses

7.01 Prior approval of council is required for funding or reimbursement of expenses incurred in conjunction with the travel of any member of council outside the City of Dawson.

7.02 Members of council shall be reimbursed for travel expenses in accordance with the *City of Dawson Travel Policy*.

## PART III – FORCE AND EFFECT

### 8.00 Severability

8.01 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.

### 9.00 Bylaw Repealed

9.01 Bylaw 15-05, and amendments thereto, are hereby repealed.

### 10.00 Enactment

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



# THE CITY OF DAWSON

## Bylaw No. 2018-10

### 11.00 Bylaw Readings

Readings	Date of Reading
FIRST	July 17, 2018
SECOND	
THIRD and FINAL	

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*Wayne Potoroka, Mayor*  
**Presiding Officer**

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*Cory Bellmore, CAO*  
**Chief Administrative Officer**

# THE CITY OF DAWSON

## Request for Decision



**TO:** Mayor and Council  
**FROM:** Cory Bellmore  
**DATE:** July 5, 2018  
**SUBJECT:** Council Remuneration Bylaw Review

### RECOMMENDATION

THAT Council review Bylaw #15-05.  
THAT Council finalize Bylaw #18- and direct Administration to schedule the Bylaw for first reading in the City of Dawson Template

### PURPOSE

As per Bylaw #15-05, Council shall set aside a time to review this bylaw and proceed to amend it as decided at the time.

### BACKGROUND

The City of Dawson has a history of revising the remuneration bylaw every three years. As Council reviews the bylaw, it is reasonable for Council to consider the cost to the City, the ability to attract elected officials to run for office, and the changing taxation environment.

### CURRENT STATUS

The current bylaw is being implemented. (See Appendix A)

### CONSIDERATIONS / DISCUSSION

For 2019 and later tax years, non-accountable allowances paid to elected officers will be included in their income. This change was stated in the 2017 federal budget, which received royal assent on June 22, 2017 (Bill C 44). Current rules are here: <https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/payroll-deductions-contributions/special-payments/elected-appointed-officials.html>

This means that the grid from previous years will no longer apply and a new grid is being proposed. The Proposed Grid (see Appendix B) reflects the proposed bylaw revisions that consider the remuneration levels in other municipalities, the AYC Travel Expense Policy,

CRA (Canada Revenue Agency) changes to the taxable income legislation and CPI (Consumer Price Index) increases over the past three years.

Without knowing the tax rate for each elected official it is hard to fully understand the full impact of removing non-accountable allowances paid to municipal elected officials. If an elected official has a 25% income tax rate and has no other income then prior to the 2019 changes and with the previous grid, the taxes owed would be \$1,560.59. After the 2019 changes and with the previous grid, the taxes owed would be \$2,340.91. This is a difference of \$780.32. The same evaluation of the Mayor's salary based on the same assumptions above would result in a difference of \$1,170.46. The new grid proposal is to bump up the 2018 final (including the previous years' CPI increases) base remuneration amounts by a one time adjustment that reflects these respective differences (which then lead to even more tax collected because the income has increased).

Mayor and Council of the City of Dawson tend to meet a minimum of three times each month and have met up to eight times each month depending on the number of Special Council meetings. This level of time commitment is similar to that required at the City of Whitehorse however, the level of compensation in Dawson is significantly less (see AYC Council Honorarium Indemnity Report).

For meetings outside of regularly scheduled Council and Committee meetings Dawson is currently among the lowest levels of remuneration compared to other municipalities. To bring the City of Dawson closer in line with AYC, Teslin, Mayo, and Watson Lake would mean raising the remuneration for these other meetings to \$150 for meetings less than 4 hours and \$200 for meetings longer than 4 hours as proposed in the draft Remuneration Bylaw. AYC remunerates at \$105 and \$210 respectively. Please see "other meetings" municipal remuneration rates in Appendix C.

Additional considerations for Council are that City of Dawson municipal elections in the past have attracted a reasonable number of interested persons. This may be inferred to mean that the remuneration was suitable to these people, at the time. However with the taxation changes, it is recommended that an increase in remuneration reflecting an approximation of this increase in taxation would be justified to maintain attractiveness.

Further consideration needs to be given to the points that the Mayor and Council remuneration costs to the City are important and necessary costs to ensuring good government and are perceived as good value for tax payers' dollars. Cost of living increases are included in the current bylaw, the time commitment involved in being a Councillor has increased over time and with increased funding and regulatory changes federally, territorially and municipally it isn't likely that the time commitment will be reduced.

In summation, all factors mentioned above justify an increase in remuneration for Mayor and Council.

## IMPLICATIONS

**Financial:** The current CPI adjustments are budgeted.

**Policy / Legislated Requirements:** Please note the new federal tax changes

**Communication:** the new bylaw will be updated and posted on the website.

## OPTIONS

1. Review and accept bylaw without changes.
2. Review and direct administration to return the bylaw to Council with changes specified by Council.

## APPENDICES / SCHEDULES

Appendix A – Remuneration Bylaw

Appendix B – MC Proposed Remuneration Grid

Appendix C – AYC Council Honorarium Indemnity Report July 2017

Appendix D – AYC Travel Expense Policy and Allowances (Policy 2.4) (Honoraria section)

## APPROVAL & CAO COMMENTS

Cory Bellmore, CAO

Date: July 5, 2018

CITY OF DAWSON  
BYLAW #15-05

A bylaw to provide for remuneration to be paid to the Mayor and Councillors

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WHEREAS section 173 of the *Municipal Act (2002)* provides that Council may by bylaw establish the types, rates and conditions of payments to be made to members of Council;

NOW THEREFORE the Council of the City of Dawson, duly assembled in a public meeting does hereby ENACT AS FOLLOWS:

**Short Title**

1. This bylaw may be cited as the “**Council Remuneration Bylaw**”.

**Annual Remuneration**

2. The base annual remuneration for the Mayor for the 2015—2018 term of office shall be \$13,500 effective from November 1<sup>st</sup>, 2015 to October 31, 2018.
3. The base annual remuneration for each Councillor during the 2015—2018 term of office shall be \$9,000 effective from November 1<sup>st</sup>, 2015 to October 31<sup>st</sup>, 2018.
4. (a) On an annual basis, the base annual remuneration shall be adjusted by applying a factor equal to the change in Consumer Price Index (Nov.-Nov.) calculated by Statistics Canada for Whitehorse, subject to the following:
  - (i) annual increase shall not exceed 2.5% in any given year; and
  - (ii) where the Consumer Price Index indicates a negative adjustment, no adjustment shall be applied.
- (b) The adjusted base annual remuneration shall become effective on January 1<sup>st</sup> of the following calendar year
5. Annual remuneration shall be paid bi-weekly and, where a member of Council fails for any reason to serve in the respective office for a full twelve months, the remuneration shall be prorated on a bi-weekly basis for the period served.
6. One-third of the total annual remuneration shall be paid as remuneration for necessary expenses incidental to the discharge of the duties of the office of Mayor or Councillor.

**Remuneration Reveiw**

7. During the final year of Council’s term of Office, Council shall schedule a review of this Remuneration Bylaw and proceed to amend it as deemed advisable at that time.

**Additional Payments**

8. In addition to the annual remuneration provided for in sections 3 and 4 of this bylaw, a member of Council may be paid a per diem for each day the member of Council is engaged in representing the City at any training session, event or meeting where such representation has been approved in advance by Council resolution. The per diem shall be prorated as follows:

<u>Representation</u>	<u>Entitlement</u>	<u>Amount</u>
More than 4 hours	Full-Day	\$100.00
4 hours or less	½ day	\$ 50.00

9. The per diem provided for in this bylaw shall be paid with respect to such day or days on which a member of Council:
- a. Represents the City at an approved training session, event or meeting; or
  - b. Is required to be absent from the municipality for four or more hours for the purpose of travelling to and from an approved training session, event or meeting.

**Expenses**

10. Prior approval of Council is required for funding or reimbursement of expenses incurred in conjunction with the travel of any member of Council outside the City of Dawson.
11. The Mayor and Council members shall be reimbursed for travel expenses in accordance with the City of Dawson Travel Policy.

**Bylaw Repeal**

12. Bylaw #12-01 and any amendments thereto is hereby repealed.

**Coming into Force:**

13. This bylaw shall come into full force and effect on November 1, 2015.

READ A FIRST TIME THIS 24<sup>TH</sup> DAY OF MARCH, 2015.  
READ A SECOND TIME THIS 14<sup>TH</sup> DAY OF APRIL, 2015.  
READ A THIRD AND FINAL TIME THIS 23<sup>RD</sup> DAY OF JUNE, 2015

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Wayne Potoroka, Mayor

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Joanne Van Nostrand, A/CAO

CITY OF DAWSON  
BYLAW #18-

A bylaw to provide for remuneration to be paid to the Mayor and Councillors

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WHEREAS section 173 of the *Municipal Act (2002)* provides that Council may by bylaw establish the types, rates and conditions of payments to be made to members of Council;

NOW THEREFORE the Council of the City of Dawson, duly assembled in a public meeting does hereby ENACT AS FOLLOWS:

**Short Title**

1. This bylaw may be cited as the “**Council Remuneration Bylaw**”.

**Annual Remuneration**

2. The base annual remuneration for the Mayor for the 2018—2021 term of office shall be \$15,215.66 effective from November 1<sup>st</sup>, 2018 to October 31, 2021.
3. The base annual remuneration for each Councillor during the 2018—2021 term of office shall be \$10,143.97 effective from November 1<sup>st</sup>, 2018 to October 31, 2021.
4. (a) On an annual basis, the base annual remuneration shall be adjusted by applying a factor equal to the change in Consumer Price Index (Nov.-Nov.) calculated by Statistics Canada for Whitehorse, subject to the following:
  - (i) annual increase shall not exceed 2.5% in any given year; and
  - (ii) where the Consumer Price Index indicates a negative adjustment, no adjustment shall be applied.(b) The adjusted base annual remuneration shall become effective on January 1<sup>st</sup> of the following calendar year
5. Annual remuneration shall be paid bi-weekly and, where a member of Council fails for any reason to serve in the respective office for a full twelve months, the remuneration shall be prorated on a bi-weekly basis for the period served.

~~6. One-third of the total annual remuneration shall be paid as remuneration for necessary expenses incidental to the discharge of the duties of the office of Mayor or Councillor.~~

**Remuneration Review**

7. During the final year of Council’s term of Office, Council shall schedule a review of this Remuneration Bylaw and proceed to amend it as deemed advisable at that time.

**Additional Payments**

8. In addition to the annual remuneration provided for in sections 3 and 4 of this bylaw, a member of Council may be paid a per diem for each day the member of Council is engaged in representing the City at any training session, event or meeting where such representation has been approved in advance by Council resolution. The per diem shall be prorated as follows:

<u>Representation</u>	<u>Entitlement</u>	<u>Amount</u>
More than 4 hours	Full-Day	\$200.00
4 hours or less	½ day	\$ 150.00

9. The per diem provided for in this bylaw shall be paid with respect to such day or days on which a member of Council:
- a. Represents the City at an approved training session, event or meeting; or
  - b. Is required to be absent from the municipality for four or more hours for the purpose of travelling to and from an approved training session, event or meeting.

**Expenses**

10. Prior approval of Council is required for funding or reimbursement of expenses incurred in conjunction with the travel of any member of Council outside the City of Dawson.
11. The Mayor and Council members shall be reimbursed for travel expenses in accordance with the City of Dawson Travel Policy.

**Bylaw Repeal**

12. Bylaw #15-05 and any amendments thereto is hereby repealed.

**Coming into Force:**

13. This bylaw shall come into full force and effect on November 1, 2018.

READ A FIRST TIME THIS DAY OF , 2018.  
READ A SECOND TIME THIS DAY OF , 2018.  
READ A THIRD AND FINAL TIME THIS DAY OF 2018

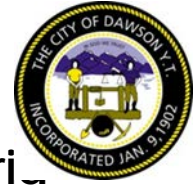
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Wayne Potoroka, Mayor

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Cory Bellmore, CAO

# THE CITY OF DAWSON



## Appendix B – Proposed MC Remuneration Grid

**Proposed MC Remunderation Grid** (proposed to be valid from Nov 1, 2018 – Oct 31, 2021) (includes previous three year’s CPI, plus the one time adjustment for the approximate increase in taxation using 25%)

<b>Mayor</b>	<b>Per pay</b>	<b>Per year</b>
Taxable	\$540.20	\$14,045.20
25% Adjustment for 2018 non-taxable amount	\$45.52	\$1170.46
<b>Total Base</b>		<b>\$15,215.66</b>

<b>Councillor</b>	<b>Per pay</b>	<b>Per year</b>
Taxable	\$360.14	\$9,363.64
25% Adjustment for 2018 non-taxable amount	\$30.01	\$780.33
<b>Total</b>		<b>\$10,143.97</b>
<b>4 Councillor total</b>		<b>\$40,575.88</b>
<b>Mayor and Council total per year</b>		<b>\$55791.54</b>

**Previous Grid** (before Bill C-44 changes to taxable income) valid to Oct 31, 2018

<b>Mayor</b>	<b>Per pay</b>	<b>Per year</b>
Taxable	\$360.13	\$9,363.38
Non-taxable*	\$180.07	\$4,681.82
<b>Total</b>		<b>\$14,045.20</b>

<b>Councillor</b>	<b>Per pay</b>	<b>Per year</b>
Taxable	\$240.09	\$6,242.34
Non-taxable*	\$120.05	\$3,121.30
<b>Total</b>		<b>\$9,363.64</b>
<b>4 Councillor total</b>		<b>\$37,454.56</b>
<b>Mayor and Council total per year</b>		<b>\$51,499.76</b>

# THE CITY OF DAWSON



## Appendix B – Proposed MC Remuneration Gri...

\*As per Bill C-44, the highlighted “Non-taxable” component will become taxable in 2019. For example, one Councillor would be able to declare an income of \$6,242.34 in 2018. Therefore in 2019, with the same remuneration schedule, a Councillor would have to declare \$9,363.64 as income.

Note: “additional payments” that are remuneration (per diem) for special attendance to outside meetings (meetings other than Council meetings) are taxed as income, therefore each Councillor’s municipal income may be different depending on their attendance to outside obligations supported by Council ([https://www.canada.ca/en/revenue-agency/services/forms-publications/publications/t4001/employers-guide-payroll-deductions-remittances.html#P811\\_85461](https://www.canada.ca/en/revenue-agency/services/forms-publications/publications/t4001/employers-guide-payroll-deductions-remittances.html#P811_85461)) However, reasonable reimbursement for meals and gas related to travel for Council business is not included as Councillors’ income, see below.

According to Canada.ca ‘a **reimbursement** is a payment you make to your employees as a repayment for amounts they spent (such as gas and meals) while conducting your business. Generally, the employee completes a claim or expense report detailing the amounts spent. Do not include a reasonable reimbursement (which is part of your business expenses) in the employee's income.’ ([https://www.canada.ca/en/revenue-agency/services/forms-publications/publications/t4130/employers-guide-taxable-benefits-allowances.html#reimbursement\\_travel](https://www.canada.ca/en/revenue-agency/services/forms-publications/publications/t4130/employers-guide-taxable-benefits-allowances.html#reimbursement_travel))



# Association of Yukon Communities

Council Honorarium/Indemnity Report



July 18, 2017

**Association of Yukon Communities**  
**Council Honorarium/Indemnity Report**

**Background**

Councils often question if the amount of indemnity or honorarium they each receive is fair and transparent to the taxpayers. Should councilors be paid for attending community events and all day meetings? Is a council role akin to a volunteer, unpaid position? In Yukon, each municipality adopts its own bylaw from time to time, and posts it on their municipal website for easy access. This report is provided for information, and does not presume that one municipality's bylaw is written better than other; however there may be clauses that could be used in the next bylaw update in your municipality.

**Overview**

Table 1. shows the status of each municipality's bylaw, with bylaw number and effective date, along with the population. A link to the municipality is also included.

Municipality	Population (Sept. 2016)	URL	Bylaw #	Effective
City of Whitehorse	29,529	<a href="http://www.whitehorse.ca">www.whitehorse.ca</a>	2015-22	27/10/2015
Town of City of Dawson	2,202	<a href="http://www.cityofdawson.ca">www.cityofdawson.ca</a>	15-05	1/11/2015
Town of Faro	404	<a href="http://www.faroyukon.ca">www.faroyukon.ca</a>	2017-05	6/27/2017
Town of Watson Lake	1,473	<a href="http://www.watsonlake.ca">www.watsonlake.ca</a>	09-08	1/1/2009
Village of Carmacks	543	<a href="http://www.carmacks.ca">www.carmacks.ca</a>	128-04	2/2/2004
Village of Haines Junction	909	<a href="http://www.hainesjunctionyukon.com">www.hainesjunctionyukon.com</a>	263-10	3/10/2010
Village of Mayo	494	<a href="http://www.villageofmayo.ca">www.villageofmayo.ca</a>	314	11/2/2016
Village of Teslin	507	<a href="http://www.teslin.ca">www.teslin.ca</a>	04-131	4/13/2004

Table 1.

**Municipal Specifics**

As the data are not directly comparable, each municipality is shown separately in a table (2-9). Some bylaws have a section outlining the benefits coverage for council, but that information is not included here.

Whitehorse	Annual remuneration	Vehicle allowance	City meeting 1-4 hrs	City meeting 4+ hrs
Mayor	\$87,942	\$450		
Councilor	\$20,496		\$100	\$150
Travel outside municipality paid as per City of Whitehorse Travel Expenses Administrative Directive				

Table 2. Whitehorse

Dawson City	Annual remuneration	City meetings and events less than 4 hrs	City meetings and events more than 4 hrs
Mayor	\$13,500	\$50	\$100
Councilor	\$9,000	\$50	\$100
Annual remuneration adjusted equal to CPI not to exceed 2.5%, effective January 1st Travel expenses as per City of Dawson Travel Policy			

Table 3. Dawson City

Faro	Indemnity-annual	Travel out of community per day
Mayor	\$17,880	\$150
Council	\$10,632	\$150
May be reduced for non-attendance. Travel as per Travel and Personal Expenses Bylaw.		

Table 4. Faro

Watson Lake	Annual indemnity	Outside of Council meetings
Mayor	\$10,000	\$200 per day, or \$150 per half day
Councilor	\$7,500	\$200 per day, or \$150 per half day
Travel expenses per Town of Watson Lake Travel Expense Policy		

Table 5. Watson Lake

Carmacks	Annual indemnity, distributed monthly	Meetings 3 hrs or less	Meetings over 3 hours	Meetings outside the municipality per day	Meetings with visitors to the municipality-annual, with receipts
Mayor	\$9,600	\$100	\$200	\$200	\$600
Councillor & Deputy Mayor	\$4,800	\$75	\$150	\$200	
Travel outside municipality at YG rates; incidentals at \$10/day					
The deputy mayor shall receive \$25 per day if the mayor is absent from the community for 5 days or more, and shall receive \$50 to chair a regular meeting of council if the mayor is absent from the meeting					

Table 6. Carmacks

Haines Junction	Regular, committee or special or other meetings more than 2 hrs	Regular, committee or special or other meetings less than 2 hrs	Regular, committee or special or other meetings more than 4 hrs in one day	Travel and expenses within municipality-annual
Mayor	\$200	\$100	Additional \$25 per hr	\$750
Councilor	\$150	\$75	Additional \$20 per hr	\$500
Deputy Mayor shall be paid an honorarium equal to that payable to the Mayor when in an acting position.				
Travel outside the municipality is at YG rates				

Table 7. Haines Junction

Mayo	Regular & joint meetings	Non-Council in community less than 2hr	Non-Council in community more than 2hr	Full day meetings per day	Travel per hour outside community
Mayor	\$200	\$150	\$200	\$250	\$40
Councilor	\$150	\$100	\$150	\$200	\$40
Travel expenses as per Village of Mayo Travel Expense Policy					

Table 8. Mayo

Teslin	Annual indemnity	Outside of Council meetings
Mayor	\$7,250 maximum. \$3,750 base; plus \$125 per meeting.	\$200 per day, or \$150 per half day
Councilor	\$6,500 maximum. \$3,000 base; plus \$125 per meeting.	\$200 per day, or \$150 per half day
The Deputy Mayor, upon performing the duties of Mayor for a period in excess of one week, shall be compensated as per the Mayor's indemnity for the whole acting period.		
Travel expenses as per Village of Teslin Travel Claim Form		

Table 9. Teslin

### Summary

Each municipality has a different approach to remuneration/indemnity for council. In some cases, a base amount is supplemented by an hourly rate or by meeting. In others, council is remunerated simply by meeting. Allowance for visiting dignitaries, vehicle allowances or hourly rates for travel appear in some bylaws, but not all.

As it becomes time to update remuneration or indemnity bylaws, this report may be useful as an overview of current rates within Yukon municipalities.

# THE CITY OF DAWSON

## Appendix D – AYC Honoraria (Travel Expense Policy 2.4)

AYC Travel Expense Policy and Allowances (Policy 2.4) (Honoraria section)

**Honoraria:** (Adopted by Board of Directors August 2008 to be effective January 2009)

Honoraria are paid to elected officials and municipal staff for providing particular service to the Association. This does not include occasions such as Board meetings where Directors represent their communities.

Members of the Executive will be paid honoraria by the Association to attend meetings of the Association including the AYC AGM.

Elected officials and staff having been authorized by election or motion of the Board to represent the Association at meetings, conferences or training events will be paid honoraria.

Honoraria are paid at the rate of \$210/day (more than 4 hours) or \$105/half day (less than 4 hours). Rates will be adjusted from time to time by the Board.

Honoraria are not considered a tax free allowance for incidental expenses during travel as the Association reimburses members separately for incidentals as well as meals. Honoraria will be reported as taxable income by T4A to Revenue Canada.

Claims for honoraria may be made in conjunction with other travel expenses or separately.

# THE CITY OF DAWSON

## Request for Decision



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**TO:** Mayor and Council  
**FROM:** Trina Buhler, Project Manager  
**DATE:** July 17, 2018  
**SUBJECT:** DRAFT Asset Management Policy

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### RECOMMENDATION

THAT Council approve the Asset Management Policy as presented.

### PURPOSE

The purposed of the policy is to set guidelines for implementing organization-wide asset management processes within the City of Dawson.

### BACKGROUND

The City of Dawson has taken steps to improve how it manages its assets through the creation of an Asset Manager position and approving Phase 1 of an Asset Management System Implementation project.

The development of a policy to ensure the purpose is met is another step forward in managing our assets.

### CURRENT STATUS

The DRAFT Asset Management Policy 2018-03 attached is currently under review.

### CONSIDERATIONS / DISCUSSION

This DRAFT policy includes reference to both natural and engineered assets.

The existing Tangible Capital Asset Policy #11-01 does not cover the natural assets or the roles and responsibilities associated with managing both natural and engineered assets.

The DRAFT policy is based on similar asset management policies for small municipalities in Canada.

**IMPLICATIONS****General:**

The intent of implementing organization-wide asset management processes is to create effective and efficient financial and planning decisions.

**Staffing:** The DRAFT policy does not call for an increase or decrease in staffing.

**Financial:** None.

**Policy / Legislated Requirements:**

The Federal Gas Tax Agreement requires municipalities to:

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

Municipalities must meet – or demonstrate progress toward meeting – these requirements to receive federal Gas Tax funds. An Asset Management Policy is one part of this plan.

**Follow up Action:**

Revisions to DRAFT Policy if required.

**Communication:**

None.

**RELEVANT CONSULTATION**

Not Applicable.

**ALIGNMENT TO OFFICIAL COMMUNITY PLAN & MUNICIPAL PRIORITIES****Bylaw No. 12-23, 2012**

Official Community Plan

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

**OPTIONS**

THAT Council approve the Asset Management Policy #2018-03 as presented.

**OR**

THAT Council provide feedback and direct staff to revise the DRAFT Asset Management Policy.

**APPENDICES / SCHEDULES**

2018 Asset Management Policy DRAFT

**APPROVAL & CAO COMMENTS**

CAO: 

Date: July 13, 2018

**MONTHLY  
MAYOR'S / CHIEF'S  
POLICING REPORT  
June, 2018**

**Dawson City RCMP Detachment  
“M” Division Yukon**



The Dawson City RCMP Detachment responded to a total of 151 calls for service during the month of June, 2018.

<b>OCCURRENCES</b>	<b><u>June/2018</u></b>	<b><u>Year to Date 2018</u></b>	<b><u>June/2017</u></b>	<b><u>Year Total 2017</u></b>
Assaults (including sexual)	15	38	5	74
Break and Enters	3	6	1	20
Thefts (all categories)	6	16	10	62
Drugs (all categories)	0	8	2	8
Liquor Act	6	17	18	88
Cause Disturbance / Mischief	23	83	19	180
Impaired Driving	9	21	8	43
Vehicle Collisions	11	27	6	50
False Alarms	2	12	3	23
Mental Health Act	5	12	1	33
Assistance	9	22	4	32
Missing Persons/Requests to Locate/Well Being Checks	6	25	2	45
Other Complaints	56	185	61	466
Total Charges laid	25	32	11	125
Total Call for Service	151	472	140	1124

Prisoners held locally	8	26	14	93
Prisoners remanded	1	4	0	n/a
Total Prisoners	8	26	14	93

<b>Justice Reports</b>	<b>June/2018</b>	<b>Year to Date 2018</b>	<b>June/2017</b>	<b>Year Total 2017</b>
Victim Services Referrals	8	14	2	32
Youth Diversions	0	0	n/a	n/a
Adult Diversions	0	0	n/a	n/a

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

Community approved priorities are:

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

**(1) This month the detachment addressed the issue of Substance abuse by:**

With the busy summer month of June, the number of people drinking in public increases with the warmer weather and population increase. For June, our members increased the number of foot patrols, and increased visibility with vehicle patrols as well. Foot patrols along the dyke regularly bring us into contact with liquor consumption which is addressed by disposing the liquor and explaining the laws. Verbal warnings are provided, and most of the people spoken to move along and respect our enforcement efforts.

**(2) This month the detachment addressed the issue of Traffic Enforcement by:**

With Summer in full swing, traffic in Dawson City naturally increases. With the Front Street closure, traffic along Fifth Avenue has increased dramatically. Members have been patrolling the area and although the street is busy the speed limit is being adhered to.

The summer solstice in Dawson City sees a large number of people who drive up to the Dome to witness the midnight sun. This year a bus was offering transportation up and back for the event which was well utilized helping to curb any drinking and driving. A check stop was set up on Dome Road where about 50 vehicles were stopped and checked, all drivers were sober.

This month our members set up a number of check stops on Front Street entering the town. Vehicles were checked for any motor vehicle infractions with the main focus on distracted or impaired drivers. No charges were issued as it appeared the majority of drivers had taken a proactive approach of having a designated driver.

With the closing of Front Street, Church street and Fourth Avenue now has a temporary four way stop with the posted speed limit reduced to 25 km/h to slow traffic near the daycare. Members have since increased patrols and presence as a deterrent to both speeders and those failing to stop. Several checkstops were also conducted with a number of warnings given.

There was one impaired driving charge laid against a local resident who was found to be driving well over the legal limit.

**(3) This month the detachment was involved with youth by:**

Our members recognize the importance of youth involvement and engagement:

Members regularly attended the youth center, engaging with the staff and youth. Cst. TOWER brought Ice Cream over for one of the visits and chatted about the planned SAFE Program.

June 8<sup>th</sup>, was the last day of school for students at RSS. Several members attended the school for the last day which is an awards and recognition day. While there, Cpl. MYKE proudly presented the RCMP award to one of the high school students.

With summer here and school out, members have taken a proactive approach to stop and chat with youth whenever possible. The opportunity is used to chat about plans for the future and continue to foster good relationships outside of the school atmosphere.

The grade 6 class finished out the school year by going on a 2 night camping trip to Tombstone Park. Cst. WARREN attended the overnight event to chaperone and assist with the event which saw the youths actively engaged in the park hikes and activities.

**(4) This month the detachment was involved with Community Policing/Aboriginal Awareness by:**

During the month of June, each member takes the time to drop by the Tr'ondek First Nations office to share in conversation with staff and elders. It also provides an opportunity to visit with Chief Jospheh and Mayor Potoroka.

Cpl. MYKE as a member of the Han Dancers attended and took part in the Tr'ondek Hwech'in Aboriginal Head Start Graduation Ceremony at the Danoja Zho Cultural Centre. There were a number of families, local Government and First Nation representatives present.

With the nice weather and tourist season in full swing, several members conducted Red Serge patrols, walking around the town talking with tourists and locals.

Members attended a joint interagency meeting at the Dawson Hospital. A number of topics were discussed, such as the development of a suicide protocol. As well the hospital shared that they had hired a clinical counsellor.

Cst. PERRY was actively involved with the Dempster to Dawson Run, ensuring traffic safety and coordinating with other agencies to help make this a safe event.

On and off duty members attended the DZCC to take part in the Aboriginal Day celebrations. Cpl. MYKE took part in the event by dancing with the Han Dancers.

Cpl. MYKE attended Moosehide with a number of volunteers to take part in the annual cemetery cleanup. Cpl. MYKE along with another volunteer worked together to prepare and paint the fence around the cemetery. Afterwards everyone who was present shared in some traditional food with the elders.

**Notable Occurrences for the Month:**

Sgt. Dave MORIN departed Dawson City after 7 years of dedicated service to the community. The entire MORIN family was well entrenched in every aspect of the community and his departure will be felt by all. Sgt. Rob MORIN, Dave's brother will be taking his place sometime July.

A series of Domestic assaults against a female, resulted in the arrest of a male who was later arrested and charged with assault. Although this matter is now before the courts, the accused male has since been placed on a number of strict conditions.

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

Regards,

Cst. Ryan WARREN

For

Cpl. Jeff MYKE  
A/N. C. O. In Charge  
Dawson City Detachment  
Telephone: 867 993-2677  
Email: [Jeffrey.Myke@rcmp-grc.gc.ca](mailto:Jeffrey.Myke@rcmp-grc.gc.ca)



Department of Environment  
PO Box 2703, Whitehorse, Yukon Y1A 2C6

June 28, 2018

Bev Buckway  
Association of Yukon Communities  
140 - 2237 - 2nd Avenue  
Whitehorse, YT Y1A 0K7

Email: [ayced@northwestel.net](mailto:ayced@northwestel.net)

Dear Bev Buckway:

**Re: Amendments to the *Designated Materials Regulation*-Electronic and Electrical Products**

The Government of Yukon is pleased to announce amendments to the *Designated Materials Regulation* to support waste diversion and enhance recycling. These amendments are based on information from established systems in other Canadian jurisdictions and consultation with Yukoners.

The amended regulation sets surcharges on the sale of new electronic and electrical products sold in Yukon in order to provide free drop-off depots for these products at the end of their life. The new products and corresponding surcharges are listed in the Schedule to the Regulation and in the table attached to this letter.

Surcharges collected on the sale of new electronic and electrical products sold in Yukon will be deposited into the Recycling Fund, which is dedicated to paying for the collection, transportation and recycling of these items.

The Electronic Products Recycling Association (EPRA) has been contracted to administer the registration process and collection of remittances on behalf of the Government of Yukon.

### **Your role**

You are being contacted as an organization or business that may have responsibilities under the amended *Designated Materials Regulation*, or who may have members or contacts who may have responsibilities under the amended regulations. Please forward this information to others as applicable.

The amended regulation creates the following **four new responsibilities**:

- All producers of new electronic and electrical products are required to **register** in order to supply these products in Yukon before **October 1, 2018**. The definition of “producer” includes all members of the supply chain such as manufacturers, distributors and retailers. Producers must register at: [recycle yukonelectronics.ca](http://recycle yukonelectronics.ca). If you are already active in another jurisdiction that uses EPRA’s online system, you only need to add Yukon on your profile.
- Producers who are supplying new electronic and electrical products for which no surcharge has been remitted, will be required to **remit** the applicable surcharge to the program. Remittance of the surcharge is required on all units supplied into the Yukon, effective October 1, 2018. Please see the attachment to this letter for a list of product categories and surcharges. If you are supplying electronic and electrical products for which the supplier/distributor has already collected the surcharge, then you are required to keep records regarding these transactions.
- Producers will be required to **report** on the number of new electronic and electrical products sold to accompany the remittance. The frequency for reporting and remittance will be set by the Government of Yukon and implemented through the online system for registration and reporting. Reporting and remitting on units sold is effective October 1, 2018.
- All producers must **keep records** such as: the total number and type of new electronic and electrical products supplied by that producer, the total surcharges collected for the supplied products (for remitting producers), and the name and contact information for other producers to whom the producer has purchased product from or sold product to. Please be advised that an Environmental Protection Officer may request copies of these records at any time. Records must be maintained for six years.

Page 3  
June 28, 2018

Please refer to the *Designated Materials Regulation* for full details. You may access the amended regulations online at [http://www.gov.yk.ca/legislation/legislation/page\\_e.html](http://www.gov.yk.ca/legislation/legislation/page_e.html) under the *Environment Act*.

***Important timeline***

On October 1, 2018, the amended regulation will come into full effect. On this date, the surcharges on new electronic and electrical products sold in Yukon will apply.

The Government of Yukon is committed to working with you and industry to support a smooth transition to this new system. This is just one step in an evolving system of responsible waste management in Yukon. There will be continuous improvement to recycling and waste management as we add more products to the regulations moving forward.

If you have any questions about whether you are required to register or regarding the *Designated Materials Regulation*, please contact the Department of Environment at 867-667-5683 or [envprot@gov.yk.ca](mailto:envprot@gov.yk.ca).

Thank you for your participation in the recycling efforts that help protect Yukon's environment.

Sincerely,



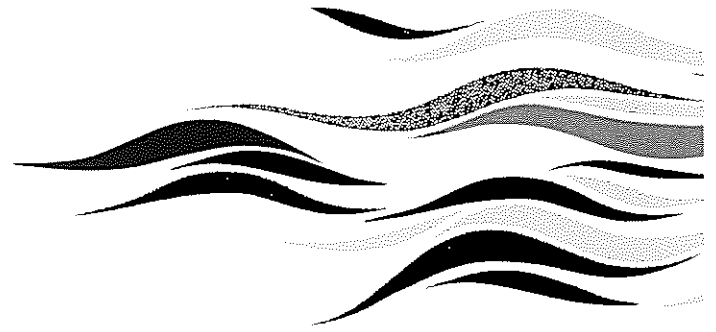
Todd Powell

Director of Environmental Programs Branch

**Attachment: Electronic and Electrical Products and Surcharges in  
the Schedule to the Designated Materials Regulation**

<b>Electronic Products</b>	<b>Surcharge</b>
Desktop Computers	\$2.80
Portable Computers	\$2.00
Computer accessories	\$0.40
Desktop Printers/Fax Machine/Copiers	\$2.50
Display ( $\leq 29$ " ) (including all-in-one)	\$14.00
Display (30" to 45") (including all-in-one)	\$24.00
Display ( $\geq 45$ " ) (including all-in-one)	\$56.00
Cellular Devices and Pagers	\$0.14
Non-Cellular Phones and Answering Machines	\$0.90
Personal or Portable Image/Audio/Video Systems	\$0.50
Home Audio/Video Systems	\$2.20
Home Theatre-In-A-Box	\$2.20
Vehicle Audio/Video Systems (aftermarket)	\$2.20

<b>Electrical Products</b>	<b>Surcharge</b>
Kitchen Countertop - Motorized	\$0.88
Kitchen Countertop - Heating	\$1.40
Kitchen Countertop - Heating -Coffee/Tea	\$1.23
All Microwaves	\$10.94
Time Measurement	\$0.70
Weight Measurement	\$0.70
Garment Care	\$1.23
Air Treatment Appliances	\$1.75
Personal Care Appliances	\$1.75
Full-size Floor Cleaning Devices	\$4.38
Small Floor Cleaning Devices	\$0.70



Department of Environment  
PO Box 2703, Whitehorse, Yukon Y1A 2C6

June 28, 2018

Bev Buckway  
Association of Yukon Communities  
140 - 2237 - 2nd Avenue  
Whitehorse, YT Y1A 0K7

Email: [ayced@northwestel.net](mailto:ayced@northwestel.net)

Dear Bev Buckway:

**Re: Amendments to the *Designated Materials Regulation*- Tires**

The Government of Yukon is pleased to announce amendments to the *Designated Materials Regulation* to support waste diversion and enhance recycling. These amendments are based on information from established systems in other Canadian jurisdictions and consultation with Yukoners.

The amended regulation changes categories of tires and surcharges on the sale of new tires sold in Yukon. These changes support continued tire recycling, and maintain the free drop-off at local depots. The new surcharges and redefined categories are listed in the Schedule to the Regulation and in the table attached to this letter.

Surcharges collected on the sale of new tires will continue to be deposited directly into the Recycling Fund, which is dedicated to the collection, shipping and recycling of these items.

**Your role**

You are being contacted as an organization or business that may have responsibilities under the amended *Designated Materials Regulation*, or who may have members or contacts who may have responsibilities under the amended regulations. Please forward this information to others as applicable.

The amended regulation creates **four new responsibilities**:

All producers of tires are required to **register** in order to supply these products into Yukon. The definition of "producer" includes all members of the supply chain such as manufacturers, distributors and retailers. Producers must register with the Department of Environment at: <http://www.env.gov.yk.ca/air-water-waste/recycling.php> which will be active as of June 28, 2018. If you already have an active permit for sale of new tires under the *Designated Materials Regulation*, your permit will be automatically converted into a registration and you will be notified of this change. If you are unsure if you have a permit, please contact us at 867-667-5683.

- Producers who are supplying new tires for which no surcharge has been remitted, will be required to **remit** the applicable surcharge to the Recycling Fund. Remittance of the surcharge is required on all units supplied into Yukon, effective October 1, 2018. Please see the attachment to this letter for a list of tire categories and surcharges. If you are supplying tires for which the supplier/distributor has already collected the surcharge, then you are required to keep records regarding these transactions.
- Producers are required to **report** on the number of new tires sold to accompany the remittance. The schedule for remittance and reporting will be set by the Government of Yukon. Reporting and remitting under the revised regulation becomes effective on October 1, 2018.
- All producers must **keep records** including: the total number and type of new tires supplied by that producer, the total surcharges collected for the supplied new tires (for remitting producers), and the name and contact information for other producers to whom the producer has purchased product from or sold product to. Please be advised that an Environmental Protection Officer may request copies of these records at any time. Records must be maintained for six years.

Please refer to the *Designated Materials Regulation* for full details. You may access the amended regulations online at [http://www.gov.yk.ca/legislation/legislation/page\\_e.html](http://www.gov.yk.ca/legislation/legislation/page_e.html) under the *Environment Act*.

**Important timeline**

On October 1, 2018, the amended regulation will come into full effect. On this date, the revised surcharges on new tires sold in Yukon will apply.

The Government of Yukon is committed to working with you and industry to support a smooth transition to this new system. This is just one step in an evolving system of responsible waste management in Yukon. There will be continuous improvement to recycling and waste management as we add more products to the regulations moving forward.

If you have any questions about whether you are required to register or regarding the *Designated Materials Regulation*, please contact the Department of Environment at 867-667-5683 or [envprot@gov.yk.ca](mailto:envprot@gov.yk.ca).

Thank you for your participation in the recycling efforts that help protect Yukon's environment.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Powell". The signature is written in a cursive style with a large initial "T".

Todd Powell  
Director, Environmental Programs Branch

**Attachment: Tire Categories and Surcharges in the Schedule to the Designated Materials Regulation**

Category		Surcharge
<p>Medium truck tires: Tires with a rim diameter of greater than 49.53 cm (19.5 inches) for use on larger vehicles licensed for highway use including semi-trailers, transport trucks, buses and trailers.</p>		\$9.00
<p>Industrial/off-the-road (OTR) tires: Tires for use on industrial vehicles or industrial equipment that are not licensed for highway use, including equipment and vehicles for excavation, hauling, loading, logging, and materials handling, but excluding agricultural vehicles and equipment</p>	(a) Small industrial / OTR tires with a rim diameter of at least 20.32 cm (8 inches) up to and including 60.96 cm (24 inches)	\$40.00
	(b) Medium industrial / OTR tires with a rim diameter of greater than 60.96 cm (24 inches) up to and including 83.82 cm (33 inches)	\$100.00
	(c) Large industrial / OTR tires with a rim diameter of greater than 83.82 cm (33 inches) up to and including 99.06 cm (39 inches)	\$200.00
<p>Passenger car and light truck tires: Tires with a rim diameter of 49.53 cm (19.5 inches) or less for use on cars and light and medium trucks, including multipurpose passenger vehicles such as sport and crossover utility vehicles.</p>		\$7.00
<p>Specialty, industrial and other tires: Tires with a rim diameter of at least 20.32 cm (8 inches) up to and including 60.96 cm (24 inches) for use on for use on vehicles such as skid steers, forklifts and mini-loaders.</p>		\$7.00
<p>Recreational vehicle tires: Tires with a rim diameter of at least 20.32 cm (8 inches) up to and including 60.96 cm (24 inches) for use on recreational vehicles and trailers, including motorcycles (on and off-road), ATVs, golf carts, lawn tractors, travel trailers and boat trailers.</p>		\$5.00



City of Dawson  
PO Box 308  
Dawson City, Yukon  
Y0B 1G0

July 5, 2018

Dear Mayor and Council,

Klondike Visitors Association is planning to redevelop our lot in the south end of town that has long been the site of a staff house. It has been assessed for renovations, and we have determined it is at the end of its service life. KVA is planning to remove the existing building and construct either two duplexes, or two 4-plexes. Both of these options will accommodate more tenants, year-round instead of seasonally, and in much improved conditions. Our intention is to finance the construction with a mix of commercial mortgage and funding through Yukon Housing. The 'Municipal Matching' grant requires, as you know, contributions from the municipality to qualify. The City of Dawson's Development Incentive for a Major Development would be the most likely means by which the City of Dawson could support our project, however the location of our project is outside of the downtown core, and currently ineligible. The policy states that for 'standard' or 'major' development Incentives, the development must be located in the Downtown Core area identified in the OCP.

Klondike Visitors Association is therefore writing to request that Council and staff consider expanding the City's development incentive zone, perhaps to include the entire historic townsite. Such a change could also help stimulate projects at locations such as the old Korbo Apartments site on 6th and McDonald Lodge on 5<sup>th</sup> avenue, properties also currently outside of the development incentive eligible zone.

Please let me know if I may provide any further information about our project. We are in the early stages, but the question of our eligibility for the incentive is key in terms of our financial planning, and will strongly influence what we can do at the site.

Sincerely,

Jackie Olson  
Executive Director, KVA

CC: Cory Belmore, Chief Administrative Officer  
Clarissa Huffman, Development Officer

**MINUTES OF COMMITTEE OF WHOLE MEETING CW18-19** of the council of the City of Dawson called for 7:00 PM on Tuesday, May 22, 2018 in the City of Dawson Council Chambers.

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

**ABSENT:** Councillor Jay Farr

**ALSO PRESENT:** CAO Cory Bellmore  
EA Heather Favron  
Recreation Manager Marta Selassie  
A/PW Superintendent Mark Dauphinee  
CFO Obrian Kydd  
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 7:00 PM.

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**Agenda Item:** Agenda

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**CW18-19-01** Moved by Councillor Johnson, seconded by Councillor MacArthur that Committee of Whole accepts Robert Service School Council RE: Request for Letter of Support as a time sensitive item pursuant to Section 7(1) of Bylaw #11-12 being the Council Proceedings Bylaw. Carried 3-0

**CW18-19-02** Moved by Councillor MacArthur, seconded by Councillor Johnson that the agenda for committee of the whole meeting #CW18-19 be accepted as amended. Carried 3-0

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**Agenda Item:** Public Hearings

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*Councillor Kendrick arrived at 7:01 p.m.*

- a) Subdivision Application #18-036 RE: Lot 1075, Quad 116B/03

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 at 7:02 p.m.

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**Agenda Item:** Delegations and Guests

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- a) Corporal Adam Gardiner and Corporal Jeff Myke, Dawson Detachment

Corporal Jeff Myke was in attendance to introduce his replacement, Corporal Adam Gardiner, to council. Corporal Adam Gardiner thanked council for the opportunity to appear before council and provided a brief overview of his background and experience. Council extended a warm welcome to Corporal Adam Gardiner. Council thanked Corporal Jeff Myke for his service to the Community and extended a friendly good-bye.

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**Agenda Item: Adoption of Minutes**

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- a) Committee of Whole Meeting Minutes CW18-17 of April 17, 2018

**CW18-19-03** Moved by Councillor MacArthur, seconded by Mayor Potoroka that the minutes of committee of the whole meeting #CW18-17 of April 17, 2018, be accepted as presented. Carried 4-0

- b) Committee of Whole Meeting Minutes CW18-18 of May 8, 2018

**CW18-19-04** Moved by Councillor MacArthur, seconded by Councillor Johnson that the minutes of committee of the whole meeting #CW18-18 of May 8, 2018, be accepted as presented. Carried 4-0

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

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- a) Request for Decision RE: Public Works Vehicle Purchase

Discussion was held regarding calculating and evaluating Co2 emissions and fuel economy. Administration confirmed to bring forward a standardized tool for calculating and evaluating Co2 emissions and fuel economy.

**CW18-19-05** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole forwards the request for decision RE: Pumphouse On-Call Truck Award, as presented, to council with a recommendation to approve. Defeated 2-2

- b) Request for Decision RE: Subdivision Application 18-026, Lots 1-4, Block M, Ladue Estate

**CW18-19-06** Moved by Councillor Kendrick, seconded by Councillor MacArthur that committee of the whole forwards the request for decision RE: Subdivision Application #18-026, as presented, to council with a recommendation to approve. Carried 4-0

- c) Request for Decision RE: Subdivision Application 18-023,

**CW18-19-07** Moved by Councillor Kendrick, seconded by Councillor Johnson that committee of the whole forwards the request for decision RE: Subdivision Application #18-023, as presented, to council with a recommendation to approve. Carried 4-0

- d) Request for Decision RE: Operating Lease Agreement Amendment for the Dawson Golf Course and Clubhouse Operations

Council noted the information and financials provided by the Dawson Golf Association did not reflect what was planned for the 2017 surplus funds.

**CW18-19-08** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole forwards the request for decision RE: Dawson Golf Association Operating Lease Agreement, as presented, to council with a recommendation to approve. Carried 4-0

e) Request for Decision RE: Klondike Development Organization Interim Funding

**CW18-19-09** Moved by Councillor MacArthur, seconded by Councillor Kendrick that Committee of Whole recommends council direct administration to prepare an interim funding agreement with KDO. Carried 4-0

f) Request for Decision RE: Dredge Tailings Municipal Historic Site

**CW18-19-10** Moved by Councillor Johnson, seconded by Councillor Kendrick that recommendation #CW18-05-03 be rescinded; and that committee of the whole forwards the request for decision RE: Dredge Tailings Municipal Historic Site Nomination, as presented, to council with a recommendation to approve. Carried 4-0

g) Request for Direction RE: Development Permit #18-043, Left Side of Dome Road, Placer Mining within the Dome Road Realignment Area

**CW18-19-11** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole acknowledge receipt of CDO report RE: Development Permit Application #18-043 Slinky Mine, and recommend the following additional terms and conditions: the only septic system allowed for the Slinky Mine operation is a septic holding tank; Operations that generated loud and disruptive noise, included but not limited to movement of earth, operation of heavy equipment, and removal of trees shall only occur between the hours of 07:00 and 19:00 on weekdays and between the hours of 09:00 and 19:00 on weekends; The proponent must report any suspected naturally occurring asbestos immediately to both the City of Dawson and to the Medical Officer of Health with YG, Health and Social Services; City shall be contacted in the event of a reportable petroleum hydrocarbon spill; and no activity shall take place within 100m of curtilage of an existing residence unless the applicant provides the City of Dawson with written approval of the affected resident to operate within that buffer zone. Carried 4-0.

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**Agenda Item: Bylaws and Policies**

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a) Business Licence Bylaw #2017-11 RE: Proposed Amendments to Template Bylaw

**CW18-19-12** Moved by Councillor Johnson, seconded by Mayor Potoroka that committee of the whole forwards draft Business Licence Bylaw #2018-11, as presented, to council with a recommendation to proceed with bylaw readings. Carried 4-0

b) Request for Decision RE: Tiered Recreation Rate Policy

**CW18-19-13** Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of whole acknowledges receipt of the Recreation Tiered Fee Structure Information Report. Carried 4-0

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**Agenda Item: Correspondence**

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a) Robert Service School Council RE: Request for Letter of Support – If accepted

**CW18-19-14** Moved by Mayor Potoroka, seconded by Councillor MacArthur that the committee of the whole recommends a letter be issued to Premier Silver supporting RSS Council's efforts to address concerns with school facility. Carried 4-0

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**Agenda Item: In Camera Session**

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**CW18-19-15** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole extends meeting CW18-19 not to exceed one hour. Carried 4-0

**CW18-19-16** Moved by Mayor Potoroka, 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 4-0

a) Land and Legal Related Matters

**CW18-19-17** 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 4-0

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**Agenda Item: Adjournment**

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**CW18-19-18** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole meeting CW18-19 be adjourned at 11 p.m. Carried 4-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-19 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW18-22-02 AT COMMITTEE OF WHOLE MEETING CW18-22 OF JULY 10, 2018.**

Original signed by:  
Wayne Potoroka, Chair

Cory Bellmore, CAO

**MINUTES OF COMMITTEE OF WHOLE MEETING CW18-20** of the council of the City of Dawson called for 7:00 PM on Tuesday, June 19, 2018 in the City of Dawson Council Chambers.

---

<b>PRESENT:</b>	Mayor Councillor Councillor	Wayne Potoroka Bill Kendrick Kyla MacArthur
<b>ABSENT:</b>	Councillor Councillor	Jay Farr Stephen Johnson
<b>ALSO PRESENT:</b>	CAO EA Recreation Manager PW Superintendent CFO CDO	Cory Bellmore Heather Favron Marta Selassie Mark Dauphinee Obrian Kydd 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 7:02 PM.

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**Agenda Item:** Agenda

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Committee requested agenda item 4(a) be moved to in camera session.

**CW18-20-01** Moved by Mayor Potoroka, seconded by Councillor MacArthur that the agenda for committee of the whole meeting #CW18-20 be accepted as amended. Carried 3-0

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**Agenda Item:** Delegations and Guests

---

*Councillor Bill Kendrick declared conflict and stepped down from council at 7:04 p.m.*

*Pursuant to section 208.02 of the Municipal Act if, due to a pecuniary interest of a member of council in relation to a matter, only two members of council are entitled to vote on the matter, those two members constitute a quorum for the matter.*

a) North End Planning RE: Concept Options Presentation & Public Input

Jane Koepke, Groundswell Planning was in attendance to present council with the North End Plan Interim Final Report. The presentation provided included an overview of the planning area, the planning process, success criteria, results of public consultation, planning challenges of the area and presentation of revised concept options.

b) North End Planning RE: Bill Kendrick

Bill Kendrick was in attendance to provide a presentation to council in response to the North End Plan Interim Final Report and North End planning concept options. The presentation provided included his view on the pros and cons of the revised concept options; comments regarding issues with the report; encroachment issues in the area history regarding his attempts to fix encroachments related to his property; and suggested revisions to the revised concept options.

c) North End Planning RE: Residents

The delegation of North End residents in attendance were provided an opportunity to speak to the North End Planning project and concept options.

*The Chair called a 5-minute recess at 9:28 p.m.*

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**Agenda Item: In Camera Session**

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**CW18-20-02** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole extends meeting CW18-20 to 11 pm. Carried 2-0

**CW18-20-03** 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 2-0

**CW18-20-04** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda.  
Carried 2-0

a) North End Planning Concept Options

**CW18-20-05** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee recommends Option 2b from the Draft Interim Final Report be forwarded to council.  
Carried 2-0

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**Agenda Item: Adjournment**

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**CW18-20-06** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole meeting CW18-20 be adjourned at 11:00 p.m. Carried 2-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-20 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW18-22-03 AT COMMITTEE OF WHOLE MEETING CW18-22 OF JULY 10, 2018.**

Original signed by:  
Wayne Potoroka, Chair

Cory Bellmore, CAO

**MINUTES OF SPECIAL COMMITTEE OF WHOLE MEETING CW18-21** of the council of the City of Dawson called for 12:00 PM on Monday, June 25, 2018 in the City of Dawson Council Chambers.

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

**ABSENT:** Councillor Jay Farr

**ALSO PRESENT:** CAO Cory Bellmore  
EA Heather Favron  
Recreation Manager Marta Selassie  
PW Superintendent Mark Dauphinee  
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 12:02 PM.

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**Agenda Item:** Agenda

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**CW18-21-01** Moved by Mayor Potoroka, seconded by Councillor MacArthur that the agenda for committee of the whole meeting #CW18-21 be accepted as presented. Carried 4-0

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**Agenda Item:** Information Report RE: Official Community Plan / Zoning Bylaw What We Heard

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**CW18-21-02** Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole acknowledge receipt of detailed summary of consultation events used to support the City of Dawson Official Community Plan and Zoning Bylaw Update projects. Carried 4-0

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**Agenda Item:** In Camera Session

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**CW18-21-03** Moved by Councillor Johnson, 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 4-0

**CW18-21-04** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 4-0

**CW18-21-05** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole forwards the WWTP Service Agreement Bylaw to Council for second reading. Carried 4-0

**CW18-21-06** Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole recommends Option 2RE: Trails Implementation. Carried 3-1

**CW18-21-07** Moved by Mayor Potoroka, seconded by Councillor MacArthur to recind resolution CW18-21-06 Carried 4-0

- CW18-21-08** Moved by Councillor Johnson, seconded by Councillor MacArthur that committee of whole recommends Option 1 RE: Trails Implementation to council. Carried 4-0
- CW18-21-09** Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole forwards amending agreement Lot 45, Dome Road Land Sale agreement and amending subdivision to council. Carried 4-0
- CW18-21-10** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole forwards recommendation to council to deny appeal for development permit 18-043. Carried 4-0

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**Agenda Item:** Adjournment

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- CW18-21-11** Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole meeting CW18-21 be adjourned at 1:13 p.m. Carried 4-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-21 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW18-22-04 AT COMMITTEE OF WHOLE MEETING CW18-22 OF JULY 10, 2018.**

Original signed by:  
Wayne Potoroka, Chair

Cory Bellmore, CAO