



THE CITY OF DAWSON

COUNCIL MEETING #C18-36 AGENDA MONDAY, NOVEMBER 19, 2018 7:00 p.m.

Council Chambers, City of Dawson Office

1. **CALL TO ORDER**
2. **ACCEPTANCE OF ADDENDUM AND ADOPTION OF THE AGENDA**
 - a) Council Meeting Agenda #C18-36
3. **PUBLIC HEARING**
 - a) Consolidation Application: #18-115 RE: Lots 1-3, Block I, Ladue Estate
4. **DELEGATIONS AND GUESTS**
 - a) Diana Andrews and Martin Gehrig RE: Lot Enlargement Application Lot 18, Block Z Ladue Estate.
5. **BUSINESS ARISING FROM DELEGATIONS**
6. **ADOPTION OF THE MINUTES**
 - a) Council Meeting Minutes #C18-33 of October 9, 2018
 - b) Special Council Meeting Minutes #C18-34 18-33 of October 15, 2018
 - c) Council Meeting Minutes #C18-35 of October 29, 2018
7. **BUSINESS ARISING FROM MINUTES**
 - a) Council Meeting Minutes #C18-33 of October 9, 2018
 - b) Special Council Meeting Minutes #C18-34 18-33 of October 15, 2018
 - c) Council Meeting Minutes #C18-35 of October 29, 2018
8. **FINANCIAL AND BUDGET REPORTS**
 - a) 2018 Accounts Payable Report RE: Cheque Run # 52975 to 53026
 - b) Request for Decision RE: Allocation of Unrestricted Reserves
9. **SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**
 - a) Request for Decision RE: Contract Award – Development Incentive Policy and Development Cost Charges Program Design
 - b) Request for Decision RE: Council Appointments
 - c) Request for Decision RE: Volunteer Appreciation
 - d) Request for Decision RE: Contract Award Recreation Master Plan
 - e) Request for Decision RE: Community Grants and Recreation Grants
 - f) Council Travel Approval RE: 2018 Elected Officials Training in Whitehorse
10. **BYLAWS AND POLICIES**
 - a) *2018 Land Sale Bylaw No. 3 Bylaw #2018-15* RE: Administrative Amendment
11. **CORRESPONDENCE**
 - a) Chief Roberta Joseph RE Dawson City OCP Review
 - b) Chief Roberta Joseph RE Moosehide Slide Municipal Historic Site
 - c) Minister Streicker to Association of Yukon Communities RE: Municipal Board Nominations
 - d) Ilka Lasevitz, YLIP Coordinator RE: Yukon Local Immigration Partnership Advisory Committee Member
 - e) Duka Environmental 2018 Nuisance and Vector Mosquito Control Program, Summary Report
 - f) Residents RE: Naming of 99-15 Road
 - g) RCMP, Dawson Detachment, "M" Division – October 2018 Policing Report
 - g) Mayor Bodie, Village of Carmacks
 - h) Mayor Bolton, Village of Mayo
 - i) Mayor O'Brien, Town of Watson Lake
 - j) Mayor Curran, Village of Teslin
 - i) Dr. Karen Barnes, Yukon College President
 - j) Committee of Whole Meeting Minutes #CW18-25 & #CW18-27
12. **PUBLIC QUESTIONS**
13. **INCAMERA**
 - a) Land Related Matter
14. **ADJOURNMENT**



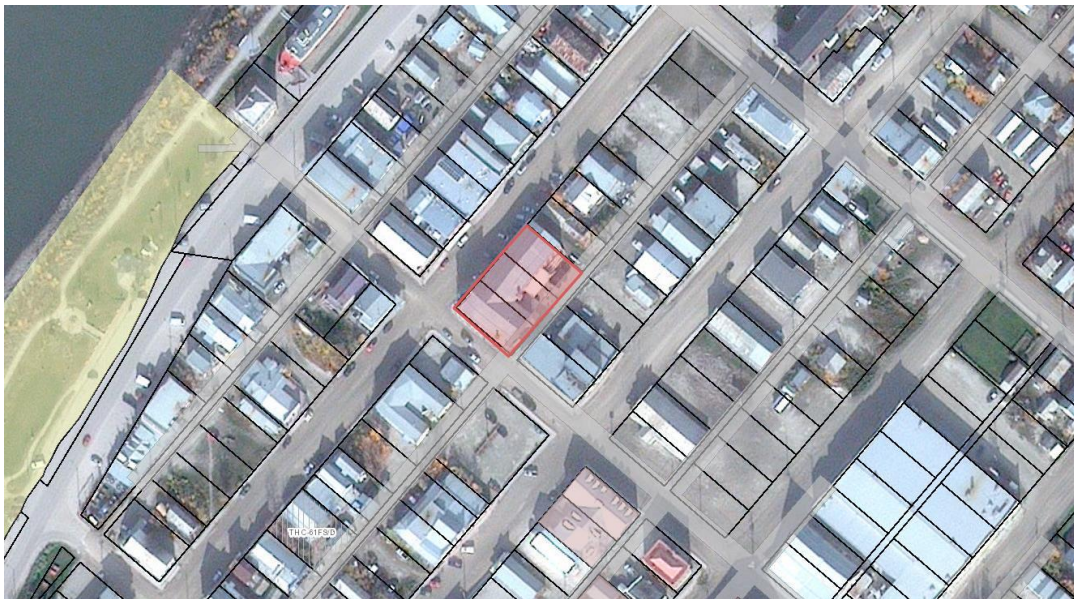
THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0
PH: (867) 993-7400, FAX: (867) 993-7434

NOTICE OF PUBLIC HEARING: CONSOLIDATION APPLICATION

Consolidation Application: #18-115

Subject Property: Lots 1-3, Block I Ladue
Date: November 19, 2018
Time: 7:00pm
Location: Council Chambers, Town Hall



As per the *Municipal Act*, S. 319.4, upon receiving an application for subdivision, council must give public notice of the application.

Therefore, the City of Dawson is now requesting input from the public regarding consolidating Lots 1-3, Block I Ladue.

For more information, to view the application details, or to provide your input confidentially prior to the public meeting, please contact the Community Development Officer using the following contact information:

Clarissa Huffman
Community Development Officer
Box 308, Dawson City YT Y0B1G0
cdo@cityofdawson.ca
867-993-7400 ext. 414

DAWSON CITY — HEART OF THE KLONDIKE



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

PAID
SEP 14 2018
30353

OFFICE USE ONLY	
APPLICATION FEE:	105-
DATE PAID:	14/09/18
PERMIT #:	18-115

SUBDIVISION/CONSOLIDATION APPLICATION

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

PROPOSED DEVELOPMENT

CIVIC ADDRESS: 1026 2nd Ave VALUE OF DEVELOPMENT: _____

EXISTING USE OF LAND / BUILDINGS: Hotel

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development, including the legal description (lot, block, estate, plan) of each part to be subdivided/consolidated.

Lots 1-3 Block I Ladue Estate. Plan 83389
to be consolidated.
-as per city request.

APPLICANT INFORMATION

APPLICANT NAME(S): Stephen Lancaster

COMPANY NAME: 535551 Yukon Inc o/a Downtown Hotel

MAILING ADDRESS: PO Box 780 POSTAL CODE: Y0B1G0

EMAIL: maintenance@downtownhotel.ca FAX #: _____

PHONE #: 867-993-3033 ALTERNATE PHONE #: 867-993-5346

OWNER INFORMATION

OWNER NAME(S): Dawson Downtown Ltd Partnership

MAILING ADDRESS: PO Box 780 POSTAL CODE: Y0B1G0

EMAIL: maintenance@downtownhotel.ca FAX #: _____

PHONE #: 993-3033 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.

FURTHER INFORMATION

ACCESS: Does the proposed development require additional access to any public road or highway? If yes, please name the road and describe the location of the proposed access.

no

WATER: Is the land situated within 0.5 miles of a river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch? If yes, please name the body of water and describe the feature.

Yukon River.

TOPOGRAPHY: Describe the nature of the topography of the land (flat, rolling, steep, mixed), the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc. & sloughs, creeks, etc.), and the kind of soil on the land (sandy, loam, clay, etc.).

Flat lots

EXISTING BUILDINGS: Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved:

Single structure - to stay.

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.

Sept 5/18
DATE SIGNED

SEP 5/2018
DATE SIGNED


SIGNATURE OF APPLICANT(S)


SIGNATURE OF OWNER(S)



MINUTES OF COUNCIL MEETING #C18-33 of the council of the City of Dawson held on Tuesday, October 9, 2018, 7:00 PM in the City of Dawson Council Chambers.

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

ABSENT: Councillor Jay Farr

ALSO PRESENT: CAO Cory Bellmore
A/EA Heather Favron

Agenda Item: Call to Order

The Chair, Wayne Potoroka called council meeting #C18-33 to order at 7:00 PM.

Agenda Item: Agenda

C18-33-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for council meeting # C18-33 of October 9, 2018 be adopted as amended.
Motion Carried 3-0

Agenda Item: Public Hearing

C18-33-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that council move into the committee of the whole for the purposes of holding a public hearing, and for hearing delegations.
Motion Carried 3-0

a) Proposed Official Community Plan Bylaw #2018-18 and Zoning Bylaw #2018-19

The Chair called for submissions.

The Chair called for submissions a second time.

The Chair called for submissions a third and final time, and hearing none declared the Public Hearing closed at 7:03 PM.

Council noted they had previously requested the cross-country ski trails to be Parks and Green Spaces which is not reflected on the map.

C18-33-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with the agenda.
Motion Carried 3-0

Agenda Item: Delegation

C18-33-04 Moved by Mayor Potoroka, seconded by Councillor MacArthur that council move into a closed session of committee of the whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing land related matters.
Motion Carried 3-0

a) Rick Gorczyca and Kevin Fisher, Community Services, Land Development

C18-33-05 Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of whole revert to an open session of council.
Motion Carried 3-0

Agenda Item: Adoption of the Minutes

a) Council Meeting Minutes #C18-31 of September 18, 2018

C18-33-06 Moved by Mayor Potoroka, seconded by Councillor MacArthur that the minutes of council meeting #C18-31 of September 18, 2018 be approved as presented.
Motion Carried 3-0

b) Special Council Meeting Minutes #C 18-32 of September 28, 2018

C18-33-07 Moved by Mayor Potoroka, seconded by Councillor MacArthur that the minutes of special council meeting #C18-32 of September 28, 2018 be approved as presented.
Motion Carried 3-0

Agenda Item: Financial and Budget Reports

a) Variance Report for the Period Ending September 30, 2018

C18-33-08 Moved by Councillor MacArthur, seconded by Mayor Potoroka that council acknowledge receipt of the Variance Report for the period ending September 30, 2018; provided for informational purposes.
Motion Carried 3-0

b) 2018 Accounts Payable Report RE: Cheque Run # 52833-52859

C18-33-09 Moved by Councillor MacArthur, seconded by Councillor Johnson that council acknowledge receipt of the 2018 Accounts Payable Report RE: Cheques #52833 to #52859; provided for informational purposes.
Motion Carried 3-0

c) 2018 Accounts Payable Report RE: Cheque Run # 52860-52974

Further information	Cheque #	Vendor Name
Council requested further details in regards to the following payables:	52867	Corix Water Products LP
	52868	Cotter Enterprises
	52895	ORO Enterprises
	52896	Pacific Northwest Moving
	52899	David Taylor
	52910	CMF Construction
	52924	Corix Water Products LP
Council requested an update in regards to debenture loan.	52973	Yukon Government – Community Services

- C18-33-10** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council acknowledge receipt of the 2018 Accounts Payable Report RE: Cheques #52860 to #52974; provided for informational purposes.
Motion Carried 3-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

- a) Request for Decision RE: Contract Award – Provision of Fuel Services

Council inquired if three years was the norm. The CAO confirmed to investigate and report back.

- C18-33-11** Moved by Mayor Potoroka, seconded by Councillor MacArthur that Council award the 2018 Provision of Fuel Services contract to North 60 Petro Ltd. for a 3-year term as per their submitted bid.
Motion Carried 3-0

- b) Request for Decision RE: Recreation Centre Annual Surveys

- C18-33-12** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council waive the procurement methodology that require quotations for transactions greater than \$20,000 and direct award the Survey and Foundation Monitoring Services to Chilkoote Geological Engineers LTD. for \$27,529.03 (plus GST) as per the submitted quote.
Motion Carried 3-0

- c) Request for Decision RE: Recreation Grant Applications

Council inquired if we are now allowing YG to access these funds? The CAO confirmed to investigate and report back.

Councillor Kendrick joined council at 8:49 PM

- C18-33-13** Moved by Councillor MacArthur, seconded by Mayor Potoroka that Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$921.55.
Motion Carried 4-0

- d) Request for Direction RE: Lease Agreement: Lot 31, Roman Catholic Mission and Lots 1-4, Block I, Smith Addition

- C18-33-14** Moved by Councillor MacArthur, seconded by Mayor Potoroka that council directs administration to not enter into a new lease with the Catholic Episcopal Corporation of Whitehorse.
Motion Carried 4-0

- e) Request for Decision RE: Heritage Advisory Committee Appointments

- C18-33-15** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council hereby:
- appoint Dylan Meyerhoffer to the Heritage Advisory Committee (HAC) with a term ending September 30, 2019; and appoint Patrik Pikálek and Jim Williams to the HAC with a term ending September 30, 2020; and revoke the appointment of Greg Dumka due to non-attendance as per s. 6 of the Heritage Advisory Committee Bylaw #09-06, based on the recommendation of the HAC.
- Motion Carried 4-0

f) Information Report RE: Solid Waste Management Program Design Assessment

Council requested the matter be added to an upcoming Committee of Whole agenda.

- C18-33-16** Moved by Mayor Potoroka, seconded by Councillor MacArthur that council acknowledge receipt of the Information Report RE: Solid Waste Management Program Design Assessment; provided for informational purposes.
Motion Carried 4-0

g) Information Report RE: Bleeder Reduction Program

- C18-33-17** Moved by Mayor Potoroka, seconded by Councillor Johnson that council acknowledge receipt of the Report RE: Bleeder Reduction Program; provided for informational purposes.
Motion Carried 4-0

h) Information Report RE: Association of Yukon Communities (AYC) Update

Councillor MacArthur provided a verbal report to update council on the October 22nd AYC Board Meeting, which included the following:

- YG provided presentation on carbon taxing. To date no decisions have been made in terms of how they are going to work with municipalities. YG will start receiving money from the Canadian Government January 1st, 2019. YG is currently working on a formula that will include how much municipalities will receive. Concerns were raised on what YG might use for the formula.
- A letter was sent to YG about infrastructure lists and funding.
- The revenue generated from the AGM held in Dawson this spring was the highest it has ever been.
- All members newly elected were encouraged to attend the councillor orientation training.
- Language and voting rights in the constitution will remain the same.
- Clarification was made to indicate the Executive Director who has signing authority is not a member of the executive. A motion was passed to change the fiscal year end date to January 31st.

- C18-33-18** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council acknowledge receipt of the Verbal Report RE: AYC Update; provided for informational purposes.
Motion Carried 4-0

Agenda Item: Bylaws and Policies

a) 2018 Annual Operating Budget and Capital Expenditure Program Amendment No. 1 Bylaw 2018-21

- C18-33-19** Moved by Councillor MacArthur, seconded by Councillor Kendrick that bylaw 2018-21 being the 2018 Annual Operating Budget and Capital Expenditure Program Amendment No. 1 Bylaw be given second reading.
Motion Carried 4-0

- C18-33-20** Moved by Mayor Potoroka, seconded by Councillor MacArthur that bylaw 2018-21 being the 2018 Annual Operating Budget and Capital Expenditure Program Amendment No. 1 Bylaw be given third and final reading.
Motion Carried 4-0

- b) Official Community Plan Bylaw #2018-18 – *removed from agenda*
- c) Zoning Bylaw #2018-19 – *removed from agenda*

C18-33-21 Moved by Mayor Potoroka, seconded by Councillor MacArthur that bylaw 2018-20 being the Civic Addressing Amendment No. 2 Bylaw be given first reading.
Motion Carried 3-1

- d) Civic Addressing Amendment No. 2 Bylaw 2018-20
- e) 2018 Land Acquisition No. 1 Bylaw 2018-22

C18-33-22 Moved by Mayor Potoroka, seconded by Councillor MacArthur that bylaw 2018-22 being the 2018 Land Acquisition No. 1 Bylaw be given first reading.
Motion Carried 4-0

Agenda Item: Correspondence

C18-33-23 Moved by Mayor Potoroka, seconded by Councillor Johnson that council acknowledge receipt of the following correspondence:

- Minister Frost RE Review of Animal Protection and Control Legislation
- Minister Dendys RE Yukon Tourism Development Strategy
- Jaime Pitfield, Deputy Minister RE: Rewrite of the Yukon Motor Vehicles Act
- Chief Roberta Joseph to Premier Silver RE: Support for New Recreational Facility
- Recreation Board Meeting Minutes #R18-03 & #R18-04

For informational purposes.
Motion Carried 4-0

In regards to the letter received from Minister Frost, council noted it would be great to have Protective Services involved and requested administration work towards arranging a meeting.

Agenda Item: Public Questions

C18-33-24 Moved by Mayor Potoroka, seconded by Councillor Johnson that council move into committee of the whole for the purposes of question period.
Motion Carried 4-0

Dan Davidson:

Dan Davidson asked council to clarify if the city now owns the land that was going to be leased from the Roman Catholic Diocese? Council informed him there was an exchange of land.

Dan Davidson inquired about the status of the cable television system? Council informed him the city is in the process of talking with lawyers, and is still pursuing what to do with the system.

C18-33-25 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with the agenda.
Motion Carried 4-0

Agenda Item: Adjournment

C18-33-26 Moved by Mayor Potoroka, seconded by Councillor MacArthur that council meeting #C18-33 be adjourned at 9:12 p.m.
Motion Carried 4-0

THE MINUTES OF COUNCIL MEETING C18-33 WERE APPROVED BY COUNCIL RESOLUTION #C18-26-__ AT COUNCIL MEETING #C18-36 OF NOVEMBER 19, 2018.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

DRAFT

MINUTES OF SPECIAL COUNCIL MEETING #C18-34 of the council of the City of Dawson held on Monday, October 15, 2018 at 12:00 PM in the City of Dawson Council Chambers.

PRESENT: Mayor Wayne Potoroka
Councillor Stephen Johnson
Councillor Kyla MacArthur

ABSENT: Councillor Jay Farr
Councillor Bill Kendrick

ALSO PRESENT: CAO Cory Bellmore
EA Heather Favron

Agenda Item: Call to Order

The Chair, Wayne Potoroka called special council meeting #C18-34 to order at 12:04 p.m.

Agenda Item: Agenda

C18-34-01 Moved by Mayor Potoroka, seconded by Councillor MacArthur That the agenda for special council meeting # C18-34 of October 15, 2018 be adopted as presented.
Motion Carried 3-0

Agenda Item: Request for Decision RE: North End Plan Final Report – Preferred Development Approach

C18-34-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that council direct Administration to proceed with further work, investigations and refinements on the North End Concept Plan with Yukon Government Land Development Branch allowing the area to be designed and developed in phases

C18-34-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that "with a focus on area one as described in RFD" be added at end of resolution.
Carried 3-0
Main Motion Carried 3-0

Agenda Item: Adjournment

C18-34-04 Moved by Mayor Potoroka, seconded by Councillor MacArthur that council meeting #C18-34 be adjourned at 12:26 p.m.
Motion Carried 3-0

THE MINUTES OF SPECIAL COUNCIL MEETING C18-34 WERE APPROVED BY COUNCIL RESOLUTION #C18-36-__ AT COUNCIL MEETING #C18-36 OF NOVEMBER 19, 2018.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

MINUTES OF COUNCIL MEETING #C18-35 of the council of the City of Dawson held on Monday, October 29, 2018 at 7:00 PM in the City of Dawson Council Chambers.

PRESENT: Mayor Wayne Potoroka
Councillor Natasha Ayoub
Councillor Stephen Johnson
Councillor Bill Kendrick
Councillor Molly Shore

ALSO PRESENT: CAO Cory Bellmore
EA Heather Favron

Agenda Item: Call to Order

The Chair, Wayne Potoroka called council meeting #C18-35 to order at 7:36 p.m.

Agenda Item: Agenda

C18-35-01 Moved by Councillor Johnson, seconded by Councillor Kendrick that the agenda for council meeting # C18-35 of October 29, 2018 be adopted as presented.
Motion Carried 5-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) 2018 Regular Meetings of Council and Committee of the Whole

C18-35-02 Moved by Councillor Kendrick, seconded by Councillor Johnson that council establishes dates for regular meetings of council and committee of whole as follows:
- Council meetings to be held on November 19, 2018, December 10, 2018, and January 14, 2019;
- Committee of Whole meetings to be held on November 13 & 26, 2018, and December 17, 2018.
Motion Carried 5-0

b) 2018 Deputy Mayor Appointments

C18-35-03 Moved by Mayor Potoroka, seconded by Councillor Shore that council hereby makes the following appointment(s) for the remainder of the 2018 calendar year with respect to the position of Deputy Mayor: Councillor Kendrick.
Motion Carried 5-0

Agenda Item: Question Period

C18-35-04 Moved by Councillor Kendrick, seconded by Mayor Potoroka that council move to the committee of the whole for the purposes of question period.
Motion Carried 5-0

Dan Davidson

Dan Davidson inquired if anyone heard CBC's report about the Dawson council situation later in the day after the one that was wrong in the morning? The Chair confirmed knowledge of the report, which was no changes in council had been made and then it was later corrected to say that three members were returning and two members were new.

— —

Mayor CAO

C18-35-05 Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole revert to council to proceed with the agenda.
Motion Carried 5-0

Agenda Item: Adjournment

C18-35-06 Moved by Councillor Johnson, seconded by Councillor Kendrick that council meeting #C18-35 be adjourned at 7:41 p.m.
Motion Carried 5-0

THE MINUTES OF COUNCIL MEETING C18-35 WERE APPROVED BY COUNCIL RESOLUTION #C18-36-__ AT COUNCIL MEETING #C18-36 OF NOVEMBER 19, 2018.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

The City of Dawson
 Cheque Run #18-20
 10/11/2018

Cheque #	Vendor Name	Cheque Amount	Distribution	Detail
52975	Advance North Mechanical	\$156.96	\$121.28	PW - Vehicle R&M
			\$35.68	REC - Vehicle R&M
			\$156.96	
52976	Air North	\$1,318.24	\$339.14	ADM - Travel Transportation
			\$339.14	M&C - Travel Transportation
			\$639.96	PW - Freight
			\$1,318.24	
52977	Alexander Holburn Beaudin Lang LLP	\$4,502.03	\$4,502.03	ADM - Legal
52978	All-West Glass Whitehorse Ltd.	\$728.05	\$556.50	REC - Pool Window
			\$171.55	REC - Picnic Shelter Wind.
			\$728.05	
52979	A Nice Motel	\$166.95	\$166.95	ADM - Travel Accommodation
52980	Arctic Inland Resources Ltd.	\$823.51	\$92.40	PW - Operating Supplies
			\$379.68	PS - Building R&M
			\$167.76	REC - Building R&M
			\$183.67	REC - Com. Gard. Compost
			\$823.51	
52981	Ball, Christine	\$200.00	\$200.00	PW - Contracted Services
52982	Bellmore, Cory	\$270.25	\$270.25	ADM - Travel Meals
52983	BHB Mini Storage	\$105.00	\$105.00	ADM - Office Supplies
52984	Bonanza Market	\$867.51	\$438.19	PS - Special Events
			\$342.63	PW - Equipment Replacement
			\$38.71	REC - Prog. Snacks
			\$47.98	REC - RSS User Mtg.
			\$867.51	
52985	Brunner Electoral Services	\$5,000.00	\$5,000.00	ADM - Professional Fees
52986	Bud's Industrial Installations	\$1,575.00	\$1,575.00	REC - Zam Garage Door
52987	Canadian Freightways	\$276.39	\$276.39	PW - Freight
52988	Conservation Klondike Society	\$3,874.64	\$3,534.64	PW - Landfill Coverage
			\$170.00	ADM - Contracted Services
			\$100.00	PW - Paper/Recycling
			\$120.00	REC - Contracted Services
			\$3,874.64	
52989	Dawson Chamber of Commerce	\$52.50	\$52.50	REC - Table Rental
52990	Dawson Society for Children & Families	\$1,000.00	\$1,000.00	ADM - Community Grant
52991	Dawson City Arts Society	\$2,000.00	\$1,000.00	ADM - Community Grants
			\$1,000.00	REC - Lottery Program
			\$2,000.00	
52992	Dawson Hardware Ltd	\$34.95	\$34.95	ADM - Office Supplies
52993	DST Consulting Engineers Inc.	\$13,874.59	\$13,874.59	PW - Asbestos Control Program
52994	Dynamic Online Marketing Corp	\$315.00	\$315.00	PS - Special Events
52995	Grenon Enterprises Ltd.	\$7,869.50	\$283.50	PW - Contract Services Roads
			\$7,586.00	PW - Water Delivery
			\$7,869.50	
52996	Humane Society	\$3,800.00	\$3,650.00	PS - Contracted Services
			\$150.00	REC - Parade Voucher Donation
			\$3,800.00	
52997	KATTS	\$2,000.00	\$2,000.00	ADM - Community Grant
52998	Kendrick, William	\$743.99	\$664.64	M&C - Travel Transportation
			\$79.35	M&C - Travel Meals
			\$743.99	
52999	Klondike Business Solutions	\$83.08	\$31.52	PW - Photocopier
			\$51.56	ADM - Photocopier Expense
			\$83.08	

53000	Klondike Visitor's Association	\$4,000.00	\$2,500.00	ADM - Community Grants
			\$1,500.00	REC - Lottery Program
			\$4,000.00	
53001	Klondike Sun Newspaper	\$168.00	\$168.00	CABLE - Advertising
53002	Klondike Printing	\$787.50	\$787.50	REC - Swim Club Jersey
53003	Kluane Freightlines Ltd	\$285.24	\$31.04	REC - Gr.Sp. Freight
			\$105.45	PW - Freight
			\$148.75	ADM - Freight
			\$285.24	
53004	Lawson Lundell LLP	\$1,242.26	\$1,242.26	ADM - Legal
53005	Lewthwaite, Rhea	\$1,016.35	\$1,016.35	ADM - Property Taxes
53006	MacArthur, Kyla	\$667.12	\$667.12	M&C - Travel Transportation
53007	MacDougall, Megan	\$148.59	\$130.00	REC - Programming Supplies
			\$13.60	REC - Discovery Day
			\$4.99	REC - Celebration of Lights
			\$148.59	
53008	Maximillian's Gold Rush Eporium	\$68.21	\$68.21	ADM - Special Events
53009	Maxxam Analytics	\$2,174.55	\$2,174.55	PW - Sampling
53010	Midnight Sun Pipe Band	\$100.00	\$100.00	REC - Disco Parade
53011	North 60 Petro	\$4,652.52	\$757.54	PW - Building Heating
			\$2,555.75	REC - Building Heating
			\$252.41	ADM - Building Heating
			\$108.17	PS - Building Heating
			\$554.28	PW - Vehicle Fuel
			\$278.76	REC - Vehicle Fuel
			\$145.61	PS - Vehicle Fuel
			\$4,652.52	
53012	Northern Industrial Sales	\$1,314.50	\$432.82	PS - Vehicle R&M
			\$30.91	PS - Safety Supplies
			\$208.19	PS - Building R&M
			\$394.13	PW - Operating Supplies
			\$248.45	REC - Pool Janitorial
			\$1,314.50	
53013	Northern Superior Mechanical	\$504.62	\$275.46	PW - Heavy Equip. R&M
			\$229.16	PW - Vehicle R&M
			\$504.62	
53014	ORO Enterprises Ltd	\$70,350.00	\$70,350.00	REC - Building R&M
53015	Pierce, Don	\$1,174.40	\$1,174.40	PW - Window Replacement
53016	Ramtech Environmental Products	\$1,818.55	\$1,818.55	PW - Operating Supplies
53017	A Ray of Sunshine	\$58.77	\$58.77	REC - Programming Supplies
53018	Regional Maple Leaf Communications Inc.	\$289.80	\$289.80	ADM - Advertising
53019	Saunders, Mena	\$80.00	\$80.00	REC - Dance Assistant
53020	Staples #251 Whitehorse	\$1,738.94	\$1,058.71	ADM - Office Supplies
			\$664.55	PS BYLAW - Office Supplies
			\$15.68	PW - Office Supplies
			\$1,738.94	
53021	The Monte Carlo Limited	\$37.88	\$0.15	ADM - Late Fees
			\$37.73	REC - Programming Supplies
			\$37.88	
53022	Total North Communications Ltd	\$23,359.35	\$180.64	ADM - Telephone & Fax
			\$34.97	CABLE - Telephone & Fax
			\$69.93	PS - Telephone & Fax
			\$145.69	PW - Telephone & Fax
			\$151.52	REC - Telephone & Fax
			\$22,776.60	ADM - Computer Network Charge
			\$23,359.35	
53023	Trinus Technologies Inc.	\$1,278.80	\$840.00	ADM - R&M
			\$438.80	ADM - Network Support

			\$1,278.80	
53024	Unbeatable Printing	\$120.96	\$120.96	REC - Rec. Centre Signs
53025	WSP Canada Inc	\$3,099.86	\$393.75	REC - Engineering Services
			\$2,706.11	REC - Engineer Services - Zam
			\$3,099.86	
53026	Yukon Energy Corporation	\$464.93	\$464.93	PW - Summer Street Lights
EFT	Ceridian	\$82,366.38	\$59,526.49	ADM - Union Payroll
			\$22,839.89	ADM - Management Payroll
			\$82,366.38	
TOTAL		\$255,006.22		

Report to Council



For Council Decision For Council Direction For Council Information

SUBJECT:	Information on Unrestricted Fund and Debenture	
PREPARED BY:	Obrian Kydd MBA, Macc, CGA, CPA, FCCA, CAFM	ATTACHMENTS: Modified debenture calculation
DATE:	Originally presented September 9, 2018. Updated for Debenture: November 19, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Bylaw Reserves Funds - BYLAW #11-21	

RECOMMENDATION

That Council approved that the unrestricted cash to be allocated as follows:

- Transfer to restricted reserves 665,681, in order to fully fund restricted reserves as per the calculation from the City's recent audited financial statements,
- Eliminates the debenture, by paying directly to the Government of the Yukon, 973,708.84, principal and interest, calculated up to November 2018. Please see debenture amortization scheduled attached,
- To maintain 1,458,267 as an estimated 3-month operating cushion,
- To invest prudently, risk-averse, with the main objective and capital preservation, 1,962,257, for the goal of a potential new recreation complex. Notwithstanding, the goal of this appropriation, funds from this appropriation should be available to meet operational needs if necessary, at the discretion of the CAO.

ISSUE

This report is intended for Mayor and Council, for the discussion of the City's Unrestricted Reserves. Mayor and Council should receive another request for discussion of the Restricted Reserved prior to budget preparations. According to bylaw 11-21, except for the Parking, Load Capacity, and donated portion of the Heritage Fund, Council may, by resolution, reallocate monies from one reserve account to another.

BACKGROUND SUMMARY

As part of the annual financial audit, the reserve funds were audited. Because the restricted reserves are cash-funded, management needs to see that enough funds are transferred from unrestricted to restricted or vice-versa to agree with the restricted reserve balance in the audited financial statements. We hope to make this an annual practice.

ANALYSIS / DISCUSSION

Unrestricted Cash

The City has unrestricted cash in the bank of \$4, 943,018. However, there is an internal adjustment of \$2,934,042, see chart below. The adjustment is made up of the following: (1) three-month operations approximately \$1,458,267. This number is conservative and could be lower if we take into consideration

revenues for the next three month, (2) \$926,989, if Mayor and Council were to paid in-full the debenture to the Yukon Government. Even if this is not contemplated, it is always a good awareness to keep it at the forefront in decision making (3) a cash transfer from unrestricted cash of approximately \$665,681 to make sure unrestricted reserve fund is fully cash-funded.

Every audit, the reserved funds are updated based on the year under audit. Because it is most likely that the City will have put away more dollars into the various restricted funds it is necessary to move cash held at the bank in the unrestricted funds to the restricted investment account. Restricted funds are help at the bank in very safe investments (GICs), mainly to preserve capital and to earn intertest just a bit more that the saving account. Average return is less than 1%.

Proforma Summary of Unrestricted Cash					
Originally presented:	13-Sep-18		Updated for :	11-Nov-18	
In Summation:					
Unrestricted					
	Unrestricted Cash September 9, 2018 CIBC				4,943,018
	Transfer to Restricted				665,681
	Debenture			*	973,708.84
	Est. 3-month operating cushion		(\$5,833,068*3/12)		1,458,267
	Total				\$ 2,980,761
	Estimated net unrestricted Cash				\$ 1,962,257
Restricted					
	Restricted (Committed) Investment CIBC			28-Aug-18	3,199,864
	Transfer from unrestricted				665,681
	Restricted (Committed) 2017 audit				\$ 3,865,545

*The only change from committee was updating the current amount outstanding of the debenture from \$926,988.61 to \$973,708.84. \$46,720.23 of interest calculation.

Restricted Cash

- For Mayor and Council to discuss if there are projects that could utilized some of the unrestricted
- For Mayor and Council to fully cash fund the restricted reserves by \$665,681. This entail moving fund from unrestricted to restricted, no spending is being done. The City is still in the same financial position.

Note:

Within the Restricted Reserves, the General Administrative Reserve has a balance of \$449,703. The purpose of this reserve is for the accommodation of un-budgeted expenditures at the direction of Council. This reserve provides additional flexibility for Major and Council, in addition to the residual balance on the unrestricted cash.

ALIGNMENT TO OFFICIAL COMMUNITY PLAN & STRATEGIC PRIORITIES
--

Bylaw Reserves Funds - #11-21 provides Mayor and Council with the discretion to transfer restricted funds to priorities.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:	September 9, 2018	

Debtenture	
Principal	1,500,000
Interest	0.04
Term	25

Copy of the official Amortization table

Payment Number	Payment Year	Annual Payment	Principal Paid	Interest Paid	Outstanding Balance	
					1,500,000.00	
1	2,006	92,830.00	84,610.82	8,219.18	1,415,389.18	
2	2,007	92,830.00	36,214.43	56,615.57	1,379,174.75	
3	2,008	92,830.00	37,663.01	55,166.99	1,341,511.74	
4	2,009	92,830.00	39,169.53	53,660.47	1,302,342.21	
5	2,010	92,830.00	40,736.31	52,093.69	1,261,605.89	
6	2,011	92,830.00	42,365.76	50,464.24	1,219,240.13	
7	2,012	92,830.00	44,060.39	48,769.61	1,175,179.74	
8	2,013	92,830.00	45,822.81	47,007.19	1,129,356.93	
9	2,014	92,830.00	47,655.72	45,174.28	1,081,701.20	
10	2,015	92,830.00	49,561.95	43,268.05	1,032,139.25	
11	2,016	92,830.00	51,544.43	41,285.57	980,594.82	
12	2,017	92,830.00	53,606.21	39,223.79	926,988.61	
13	2,018	-	-	37,079.54	964,068.16	
14	Nov-18	973,708.84	964,068.16	9,640.68	0.00	9,640.68
15	2,020	-	(0.00)	0.00	0.00	(\$38,562.73/
16	2,021	-	(0.00)	0.00	0.00	
17	2,022	-	(0.00)	0.00	0.00	
18	2,023	-	(0.00)	0.00	0.00	
19	2,024	-	(0.00)	0.00	0.00	
20	2,025	-	(0.00)	0.00	0.00	
21	2,026	-	(0.00)	0.00	0.00	
22	2,027	-	(0.00)	0.00	0.00	
23	2,028	-	(0.00)	0.00	0.00	
24	2,029	-	(0.00)	0.00	0.00	
25	2,030	-	(0.00)	0.00	0.00	
		2,087,668.84	1,537,079.54	587,668.84		

'12*3)

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	Development Incentive Policy and Development Cost Charges Program Design: Contract Award	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: n/a
DATE:	November 6, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION:	n/a	

RECOMMENDATION

It is respectfully recommended that:

1. Council does not award the contract for the Development Incentive Policy and Development Cost Charges Program Design.

ISSUE

The evaluation committee is not prepared to recommend award at this time due to the sole proposal received being substantially over-budget.

BACKGROUND SUMMARY

The City of Dawson released a Request for Proposals from experienced professionals to develop a new and/or revised Development Incentives Policy and a Development Cost Charge program design and implementation strategy to replace the existing Development Incentive Policy (#15-02).

One bid was received by the Planning and Development Assistant (PDA) by the posted deadline (Cairnstone Planning). These bids were assessed by a team of three staff members (Recreation Manager, By-Law Officer, and PDA/Acting CDO) based on the criteria listed in the RFP. The proponent was ranked based on how thoroughly they met the requirements of the project, however these results are skewed due to the inability to compare the quality of the proposal against other proponents.

ANALYSIS / DISCUSSION

At minimum, each proponent was required to submit a form of proposal authorizing them to act on behalf of their company, as well as two separate documents, one detailing a content proposal and the other a fee proposal. Since these were the posted minimum submission requirements, any proponent who did not meet these requirements was immediately disqualified. The proponent met these minimum requirements and therefore successfully moved on to the evaluation stage. Evaluation for value included a team profile and details on each member's roles and responsibilities, demonstrated experience in northern communities, evidence of relevant experience and examples, and a detailed work plan that includes strategy and timeline for each of the project objectives. Evaluation for price was a proportionate points system which weighted

each bid relative to all bids received. In future, this evaluation will be modified to include provisions for when only one bid is received.

The sole proponent scored as follows:

Rank	Value (/70)	Price (/30)	Total (/100)
1	47	30	77

The evaluation of bids in order to arrive at these numbers was a process completed by a team of three City of Dawson staff members, where deliberations were held in order to make sure a fair process was followed, and points were awarded in a fair, objective and consistent manner.

However, the committee recommends that the project not be awarded. The committee does not feel confident in awarding this contract and feels that this score is a generous one due to no available comparisons. It is also worth noting that since the equation used for determining the score of the Financial Proposal relies on more than one bid being submitted, this proposal scored 30 out of a possible 30 points. If the maximum budget of \$40,000 was plugged into the equation as a benchmark comparison, this proposal would have scored 19.35 points instead of the full 30 for price, bringing the total points to 66.35, which is perhaps a more realistic score. Finally, the proposal is \$22,000 over budget and would require a proportionately substantial budget amendment in order to proceed. For these reasons, it is recommended that Council not award the contract at this time.

APPROVAL	
NAME: Cory Bellmore, CAO	SIGNATURE:
DATE:	

Report to Council



For Council Decision For Council Direction For Council Information

In Camera


AGENDA ITEM:	Council Appointments	
PREPARED BY:	CAO	ATTACHMENTS: ▪
DATE:	October 30, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION:	▪	

RECOMMENDATION

That council hereby makes the following appointments

Bill Kendrick as Council's representative for the Klondike Visitors Association Board.

Molly Shore as Council's representative on the Association of Yukon Communities Board.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	Nov 8, 2018	

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

AGENDA ITEM:		
PREPARED BY:	Cory Bellmore	ATTACHMENTS: <ul style="list-style-type: none"> ▪ Appendix "A" - 2018 Volunteer Service Recognition
DATE:	October 30, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION: <ul style="list-style-type: none"> ▪ 		

RECOMMENDATION

THAT Council directs Administration to issue 50 Dawson Dollars to each member of the Heritage Advisory Committee, Recreation Board, Dawson Fire Department, City's representative on KDO and the individuals volunteering at the free store to thank them for their service throughout the year, for the total value of \$2,150.

ISSUE / PURPOSE

To recognize the contribution of volunteer service from the members on the Heritage Advisory Committee, the Recreation Board, the Community Grants Committee, the Dawson Fire Department, the City's representative on KDO, and the individuals volunteering at the free store. Each individual was issued 50 Dawson Dollars to officially thank them for making our community a better place to live, work, and play.

BACKGROUND SUMMARY

Mayor and council approved the volunteer service recognition expenditure in the 2018 Annual Operating Budget. In 2017, mayor and council issued 50 Dawson Dollars to 43 members totalling \$2,150.

This year a total of 43 volunteers, as shown in Appendix "A", will be recognized for their volunteer service in 2018. Issuing Dawson Dollars allows recipients to choose the local business where they wish to spend their gift.

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE: <i>C. Bellmore</i>
DATE:	November 8, 2018	

APPENDIX "A" 2018 VOLUNTEER SERVICE RECOGNITION

Recreation Board

Catherine McCrystal
Peter Menzies
Dawn Kisoun
Paul Robitaille
Jonathan Pahl Hawkins
Monna Sprokkreeff

Heritage Advisory Committee

Angharad Wenz
Patrik Pikálek
Jim Williams
Eve Dewald
Dylan Meyerhoffer

Community Grants Committee

Paul Derry
Glenda Bolt

Public Appointments

KDO Board - Colm Cairns

Firefighters

Paul Derry
Chris Mayes
Liz Grenon
Julia Staudt
Jei Dura
Jed Biernaski
Jeff Webber
Buffalo Taylor
Torrie Hunter
Chris Cleland
Eric Blattler
Taylor Mayes
Chuck Stad
Michael Steffens
Eric Stretch
Chris MacIntyre
Walter Tindall
Gerry Crayford
Dylan McDougall
Henry Procyk
Edgar Blattler
Ryan Clemente
Tobias Graf
Shane Edwards
Mike Perry
Ava Steffens

Quigley Free Store

Sylvia Farr
Julia Farr
Karen Farr

Report to Council



For Council Decision For Council Direction For Council Information

SUBJECT:	Community and Recreation Grants	
PREPARED BY:	Obrian Kydd MBA, Macc, CGA, CPA, FCCA, CAFM	ATTACHMENTS:
DATE:	October 29, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION: Community Grant Policy #16-01		

RECOMMENDATION

THAT Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$8,700 and Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$6,100.

BACKGROUND SUMMARY

The City of Dawson received nine applications for funds totalling \$20,900. \$ 9,234 of budgeted Community Grants Funds are available for this intake. The City of Dawson receives funding from Yukon Lotteries for the administration of Recreation Grants. \$18,000 of this funding each year is allocated to Level 2 Recreation Grants.

ANALYSIS / DISCUSSION

Community Grants Committee and the Recreation Board makes the following recommendations to Council for approval:

Applicant	Project Name	Request	Rec Board	Comm. Grant	Granted
DC Mud Bog	Fencing Panels	\$ 2,000	\$ 1,000	\$ 1,000	\$ 2,000
Moosehide Cultural Society	Moosehide Gathering	5,000	1,500	2,500	4,000
CPNP	Washing machine replacement	1,400	-	700	700
Shiver Arts Society	Shiver Art Fest 2019	2,000	1,000	1,000	2,000
Blue Daycare	Music program	1,920	500	1,000	1,500
KVA	Snow Sculture Forms	2,907	100	500	600
KVA	Trek Over the Top 2019	2,500	500	500	1,000
KIAC	Youth Art Series	3,173	1,500	1,500	3,000
Totals		\$ 20,900	\$ 6,100	\$ 8,700	\$ 14,800

APPROVAL	
NAME: Cory Bellmore, CAO	SIGNATURE:

DATE:	October 29, 2018	
--------------	-------------------------	--

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

AGENDA ITEM:	Elected Official Training in Whitehorse November 15 to 17, 2018	
PREPARED BY:	Heather Favron	ATTACHMENTS: ▪
DATE:	November 14, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION:	▪ Travel Policy #08-01	

RECOMMENDATION

THAT Council approves travel for members of council to attend the Elected Official Training in Whitehorse November 15 to 17, 2018.

ISSUE / PURPOSE

To approve travel expenses for members of council to attend the 2018 Elected Official Training in Whitehorse November 15 – 17, 2018

BACKGROUND SUMMARY

Travel and registration expenses are estimated to cost \$4,917.00. The 2018 Annual Operating Budget contains sufficient funds in travel and membership/conference to support this travel.

APPROVAL

NAME:		SIGNATURE:
DATE:	November 8, 2018	

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	2018 Land Sale Bylaw No. 3 (Bunkhouse) – Administrative Amendment	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: 2018 Land Sale By-Law No. 3 with Amendments
DATE:	November 15, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Sale of Municipal Lands Policy	

RECOMMENDATION

It is respectfully recommended that:

1. Council accept an administrative error to correct typographical errors in the 2018 Land Sale By-Law No. 3.

ISSUE

2018 Land Sale By-Law No. 3 was passed on September 18, 2018. It has been identified that there is a typographical error which does not change the purpose and intent of the by-law, which needs to be resolved.

BACKGROUND SUMMARY

The owner of the Bunkhouse wishes to clean up the property titles adjacent to their lot. They currently own Lots 11-14, Block HA, Ladue Estate and Part of Lot 10, Block HA, Ladue Estate. They submitted a formal to purchase Lots 8 and 9, Block HA, Ladue Estate, Part of Lot 10, Block HA, Ladue Estate as well as the adjacent alley in between Lots 11-14 and Lots 8-10. The alley is not currently in use, and Lots 8 and 9 are currently vacant. The by-law authorizing this sale passed through administrative assessment as per the Sale of Municipal Lands Policy and passed through third and final reading on September 18.

ANALYSIS / DISCUSSION

It was recently identified that there is a typographical error in the by-law, due to the similar nature of the wording in this by-law and the 2018 Permanent Road Closure No. 2 By-Law (2018-12), which authorized the closing of the alley bounded by Lots 11-14 and Lots 8-10. In consultation with Community Advisors, it was determined that this typographical error could be considered administrative in nature and does not require a full amendment, given that it does not change the purpose and intent of the by-law.

There are two main reasons why the Community Advisor identified this as an administrative typographical error that does not change the purpose and intent of the by-law. The full legal description of the lands being sold is: "Lots 8-9 and Part of Lot 10 Block HA, Ladue Estate, and section of alley bounded by Lots 8-10 and 11-14, Block HA, Ladue Estate". The by-law only reads "section of alley bounded by Lots 8-10 and 11-14, Block HA, Ladue Estate". However, the purchase price of \$2140 + GST at a rate of \$1 per square foot is in fact the price for the full land in question. Additionally, Appendix A, which shows a mapped description of

the land to be sold, shows the full land to be sold and consolidated as including Lots 8, 9 and part of 10. Therefore, it is reasonably shown that the intent of the by-law based on the map and the purchase price was to be the full description (i.e. Lots 8-9 and Part of Lot 10, Block HA, Ladue Estate, and section of alley bounded by Lots 8-10 and 11-14, Block HA, Ladue Estate), and that the description error in the text was a transcription error only.

No changes to the land being sold, nor the purchase price, are being proposed.

APPROVAL	
NAME: Cory Bellmore, CAO	SIGNATURE:
DATE:	



THE CITY OF DAWSON

Bylaw No. 2018-15

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

WHEREAS the City of Dawson is the owner of property described as “**Lots 8-10 Block HA, Ladue Estate, and** section of alley bounded by Lots 8-10 and 11-14, Block HA, Ladue Estate” in the City of Dawson, which property is not needed by the City of Dawson and is not reserved; and

WHEREAS the City of Dawson is desirous of reaching an agreement with the Bunkhouse (536006 Yukon Inc.) to sell this parcel to them;

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

PART I - INTERPRETATION

1.00 Short Title

1.01 This bylaw may be cited as the **2018 Land Sale Bylaw No. 3**.

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) the sale of City of Dawson land described as “**Lots 8-10 Block HA, Ladue Estate, and** section of alley bounded by Lots 8-10 and 11-14, Block HA, Ladue Estate”.

PART II – APPLICATION

3.00 Transfer

3.01 The Chief Administrative Officer is hereby authorized on behalf of the City of Dawson to enter into an agreement with the Bunkhouse (536006 Yukon Inc.) to sell said land under the following conditions:

- (a) Purchase price to be \$2140.00, at a rate of \$1.00 per square foot.
- (b) The lots to be consolidated in accordance with Appendix A and a plan of subdivision drawn by a licensed surveyor to be submitted to the City of Dawson for approval.



THE CITY OF DAWSON

Bylaw No. 2018-15

- (c) Upon approval, the purchaser must take all steps necessary to register the survey in accordance with the *Land Titles Act*.
- (d) The Purchaser is to pay all costs associated with the survey, consolidation and transfer and to execute the documentation required for the completion of the transfer of ownership of the said land in an expeditious manner within one year of the signing of the Agreement.

PART III – FORCE AND EFFECT

4.00 Severability

- 4.01 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.

5.00 Enactment

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

6.00 Bylaw Readings

Readings	Date of Reading
FIRST	September 4, 2018
SECOND	September 18, 2018
THIRD and FINAL	September 18, 2018

Wayne Potoroka, Mayor
Presiding Officer

Cory Bellmore
Chief Administrative Officer



THE CITY OF DAWSON

Bylaw No. 2018-15

APPENDIX A



Figure 1. Approved Consolidation Configuration

RECEIVED

NOV 06 2018



October 16, 2018

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

ATTN: Mayor and Council

RE: Dawson City Official Community Plan Review

Thank you for providing our office with an advanced copy of your revised Official Community Plan (OCP). After review, Tr'ondëk Hwëch'in supports the revised OCP and accompanying Zoning Bylaw as per the same understanding of provisions outlined during our review of the OCP in 2012:

- The proposed OCP recognizes within its text the Tr'ondëk Hwëch'in Settlement Land in and around the City of Dawson;
- The proposed OCP maintains its link to the Integrated Community Sustainability Plan as adopted by both the City of Dawson and Tr'ondëk Hwëch'in Councils;
- The proposed OCP highlights the importance of a collaborative relationship between our organizations.

An additional administrative letter will be forthcoming detailing our review of the OCP. I recommend the establishment of a joint working group to promote a collaborative approach to addressing our comments.

Thank you for this opportunity to participate in this important endeavour. We look forward to continued collaboration with the City of Dawson to ensure our region prospers in the future.

Sincerely,

Chief Roberta Joseph



October 1, 2018

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

Dear Mayor and Council:

Re: Moosehide Slide Municipal Historic Site

On behalf of Tr'ondëk Council and all our citizens, I would like to extend our thanks to you and your staff for your efforts in designating the Moosehide Slide as a municipal historic site.

The Moosehide Slide is an important landmark with significant cultural value for the Tr'ondëk Hwëch'in. It is emblematic of our relationship with the land and a symbol for our enduring presence in the region. Municipal-historic-site recognition acknowledges the importance the Moosehide Slide has played in defining the identity of this place and in a community where the Gold Rush plays a substantial role in heritage interpretation, goes some way in achieving the goals of reconciliation.

Thank you once again; we look forward to partnering with you on more joint initiatives in the future.

Sincerely,

A handwritten signature in blue ink, appearing to read "Roberta Joseph".

Roberta Joseph
Chief, Tr'ondëk Hwëch'in

cc TH Council



Tara Wheeler
President
AYC
#140-2237 2nd Avenue
Whitehorse, Yukon
Y1A 0K7

Dear Ms. ^{Tara}Wheeler,

Yukon government Boards and Committees hold a significant role in the progress of government and public services. In order for the Municipal Board to operate at its full potential, I have decided to refresh the board and bring it into alignment with other Yukon government Boards and Committees.

The Association of Yukon Communities is the nominating body for two representatives on the Municipal Board: one full member and one alternate member. Currently the full member is an indeterminate appointment. At this time, we will be transitioning all Municipal Board members to three year terms, as legislated in the *Municipal Act*, Subsection 329(1) and ask that you provide a nomination by November 30, 2018.

We are looking for dedicated members who will contribute to the success and progress of the Municipal Board. If you would like more information on the nomination process, please contact Lawrence Brennan, Boards and Committees Advisor, at Lawrence.Brennan@gov.yk.ca or 867-393-7477.

Sincerely,

John Streicker
Minister of Community Services



MULTICULTURAL CENTRE OF THE YUKON

4141D 4th Avenue, Whitehorse, Yukon Y1A 1J1

Dear Mayor Wayne Potoroka and Members of the City Council:

The Multicultural Centre of the Yukon would like to invite you to join the Yukon Local Immigration Partnership Advisory Board Committee.

The Yukon Local Immigration Partnership (YLIP) is a mechanism through which Immigration, Refugees and Citizenship Canada (IRCC) supports the development of community-based partnerships and planning around the needs of immigrants and refugees.

YLIP seeks to engage various stakeholders in a locally-driven strategic planning process including employers, school boards, health centres and networks, levels of government, professional associations, ethno-cultural and faith-based organizations, and the community and social services sectors. With the growing number of immigrants settling into our communities, it is important to bring community partners together so that immigrants can have their needs heard.

The overall objective of the Yukon Local Immigration Partnership is to engage groups that will coordinate and enhance the current settlement and integration service delivery network, while avoiding duplication. Moreover, strategic partnerships between many stakeholders will help improve dialogue and information sharing between sectors, identify gaps, and align services. YLIP is focused solely on the successful settlement and integration of immigrants and refugees. Thus far, our committee has developed the YLIP Terms of Reference, the Yukon Community Asset Mapping and the YLIP Strategic Plan to address specific gaps and help immigrants and refugees to be successfully settled and integrated in the Yukon.

Becoming a YLIP Committee Member will give you an opportunity to take a realistic look at our community and work cooperatively towards desired outcomes. The commitment of a YLIP committee member is attending four meetings per year; however, additional meetings may be called as required. This is a volunteer position and community members will be able attend the meetings remotely.

Our YLIP is actively engaging many stakeholders, and we would like you to be part of this team. We look forward to hearing from you. Thank you.

Sincerely,

Ilka Lasevitz
YLIP Coordinator



Duka Environmental Services Ltd.

25 September 2018

Dawson City
1336 Front Street
PO Box 308
DAWSON CITY, YUKON
Y0B 1G0

ATTN: Mayor and Council

REF: Our File # 0718: 2018 Nuisance and Vector Mosquito Control Program, Summary Report.

As a participant in the Government of Yukon (YG), Community Services, Community Operations and Program's 2018 mosquito surveillance and control program enclosed please find one digital copy (USB stick), of the "*Government of Yukon 2018 Nuisance and Vector Mosquito Control Program Summary Report*". As in past, the first part of the report provides a general review of the annual control programs' methodology and operational requirements. The middle portion provides a community by community review of operations and community-specific recommendations. The last section of the report provides overall conclusions and recommendations. Discussions specific to your community are presented in Section 3.5, pages 32 – 35.

A total of fifteen communities participated in the 2018 program. Participation requirements were restructured this year allowing communities to receive variable levels of support and treatment from *Duka Ltd.* and Community Services. Twelve communities received aerial (helicopter) applications, in addition to ground-based treatments, and three communities focused efforts on ground-based treatments only.

Winter snowpack accumulations for most of Yukon, measured on 01 May, were above normal in 2018, with about half of the communities having snowpack levels in excess of 131%. Summer temperatures were cooler than average for most of Yukon during April, May and June. Monthly mean temperatures for July were slightly warmer (0.5°C – 1.4°C) than average. Monthly precipitation totals were variable from month to month, and community to community. Overall the summer of 2018 was "wetter" than usual, and temperatures were cool. The month of July was generally warmer and drier than average for the territory.

Mosquito development was "slow to start" in 2018 but once underway in early May, larval populations quickly increased. Larval and adult mosquito sampling during 2018 confirms that there is a

.../2

great diversity of mosquito species occurring within Yukon. Eighteen different species of larval and adult mosquitoes were collected during 2018. Snowmelt-influenced *Aedes* mosquitoes continue to predominate local mosquito populations, accounting for over 84.6% of larval specimens, and 88% of adult mosquitoes collected in 2018.

A total of some 973.89 hectares larval mosquito development habitat located within, and adjacent to twelve participating communities, were treated by air (helicopter) with some 4126.8 kilograms of VectoBac 200G during the period 13-15 May 2018. An additional 34.057 hectares of habitat, accessible from the ground, was treated by program biologists and local, certified applicators between early May and late July 2018.

Four certified community applicators were available from the City of Dawson to assist the control program's coordinator *Duka Environmental Services Ltd.* this season. It is essential that community involvement and participation in the program continue. The availability of a community designate and certified applicator(s) to complete local functions such as surveillance, larvicide treatments and sampling, and who is able to provide, and receive community updates, compliments the efforts of *Duka Ltd.* personnel and maximizes program benefits and success.

We thank you for the opportunity to provide these services for the benefit to residents, workers and visitors of Dawson City. We look forward to working with you in the delivery of future successful programs.

If you have any questions on the enclosed, please contact us at your convenience.

Yours truly,
Duka Environmental Services Ltd.



Curtis W. Fediuk, BSc., RPBio.,
President

CWF/kab

Encl: 1 USB stick – contains a scanned *pdf* version of the *Government of Yukon 2018 Nuisance and Vector Mosquito Control Program, Summary Report.*



18 October 2018



To Town and Counsel

We, the residents on 99-15 Road strongly disapprove of the name you've chosen for our road.

We put forward John Cramp Way, as he lived on 99-15 Road until his death in 1998 and was a miner, full-time worker at Parks and local farmer.

We also put LORENZO GRIMAS who was a miner for 60 years, logger and full-time resident. He died at MacDonald Lodge at the age of 102. Lorenzo Way sounds good to us.

Michel Guent Box 548

ANDREW TIMMS, I would go for JOHN CRAMP Way.
4 Fern 38 PROSPECTOR Rd.

CHRISTIANE CRAMP Christiane Cramp I prefer John Cramp Way # 52-99-15 Rd.

RECEIVED

NOV 15 2018

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

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



The Dawson City RCMP Detachment responded to a total of 71 calls for service during the month of October, 2018.

OCCURRENCES	<u>October/2018</u>	<u>Year to Date 2018</u>	<u>October/2017</u>	<u>Year Total 2017</u>
Assaults (including common assault, assault with a weapon, assault causing bodily harm etc.)	6	63	16	70
Sexualized Assaults	1	4	3	6
Murder (2 nd Degree)	0	1	0	0
Break and Enters	3	15	0	20
Thefts (all categories)	0	36	4	63
Drugs (all categories)	2	17	1	9
Liquor Act	4	54	4	76
Cause Disturbance	1	47	11	88
Mischief	6	106	4	92
Impaired Driving	6	46	1	42
Vehicle Collisions	5	64	2	48
False Alarms	1	17	5	23
Mental Health Act	0	20	2	33
Assistance to General Public	0	40	1	32
Missing Persons/Requests to Locate/Well Being Checks	3	42	4	45
Other Complaints	33	426	23	481
Total Charges laid	20	91	17	125
Total Call for Service	71	998	81	1128

	OCTOBER/2018	Year to Date 2018	OCTOBER/2017	Year Total 2018
Prisoners held locally	4	76	10	94
Prisoners remanded	0	3	0	n/a
Total Prisoners	4	76	10	93

Justice Reports	October/2018	Year to Date 2018	October/2017	Year Total 2017
Victim Services Referrals Offered	5	39	3	31
Youth Diversions	0	0	n/a	n/a
Adult Diversions	1	1	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) Substance Abuse

With the legalization/regulation of cannabis, going forward from October 17th, 2018, there will be many challenges for local governance, support services, and policing services alike. In response to this, all members of Dawson Detachment have now taken training in the enforcement of the Cannabis Act. We have more training in this area forthcoming which will hopefully include familiarization with the Yukon Territorial Statute.

Cst. Warren gave a presentation to the Grade 7 class on the legalization/regulation of cannabis and its negative impacts on youth. It was well received and more presentations are planned with other age groups.

(2) Traffic Enforcement

During the Thanksgiving weekend, members of the detachment took part in Operation Impact. This is a national enforcement driven program which is held annually to target impaired and high risk drivers in order to reinforce the importance of road safety. In Dawson, several checkpoints were held throughout the area. Several warnings were issued as well as three tickets under the Yukon Motor Vehicle Act. One alcohol impaired driving charge was also laid.

In order to ensure members are equipped to deal with impaired driving investigations, all members of the detachment completed training in Basic Impaired Driving Detection Techniques this month. On top of this, Cst. Adam Boyko was sent to the Pacific Region Training Centre in Chilliwack, BC for Standard Field Sobriety Test training. This is a tool which will help detect not only drivers who are suspected of being impaired by alcohol, but those impaired by drugs as well. We are endeavoring to have more members from Dawson trained in this area.

(3) Youth Initiatives

The detachment was again present this year during the TH First Hunt. Although only able to stay for one night, Cst. Warren found it to be a very meaningful and worthwhile event. All of us at the detachment feel privileged to be invited to participate and we look forward to the next opportunity.

Members were also present during the busy Dawson Invitational Volleyball Tournament; both during the rally for local teams, and to watch some of the matches. Members also made regular patrols during the dance to ensure no safety issues arose.

Cst. Perry has volunteered to assist with coaching the Bantam/Midget hockey team this year and is looking forward to getting started on this once the ice is in the arena.

Dawson City Detachment members had other casual but positive interactions with youth this month at various times; from reading to students in the school, to handing out candy to them during our patrols on Halloween.

(4) Attendance at THFN and Community Events

From all of the resumes submitted, Cst. Tower was selected as the most qualified to attend and call the game for the Elders' Bingo. We are now taking applications from other detachment members to determine who will be selected for next time. So far the competition has been close.

All Dawson City detachment members contributed to and/or participated in the Halloween Haunted House which was held at the Palace Grand this year. We set up one of the rooms and enjoyed interacting with all who visited.

Members also continued with informal visits to the TH office and the Community Support Centre.

Notable Occurrences/Events

The most notable occurrence that happened this month was the break in and damage at the Red Feather Saloon on October 21st. Fortunately the member on duty was in close proximity to the location when the report was made, enabling the person responsible to be observed and apprehended still inside the building. The accused is not from Dawson City.

Fun Fact

Taken from Dawson City Mounted Police Arrests and Complaints log for October 28th, 1899:

3:00 pm

Arrested Chad Renard, A. Bouthillier, C. Swanson, Harry Martin, Paul Vignon. Charged with being frequenters of house of ill fame and not being able to give a satisfactory account of themselves.

Corporal McPhail

Action taken and results:

Henry Martin tried before Superintendent Perry found guilty and given one month without the option of a fine. Paul Vignon dismissed, the information being somewhat at fault. (1899-10-28)

The rest let off for want of evidence. (1899-10-31)

If you have any questions or concerns regarding this report or any other matter related to policing in the community, please do not hesitate to contact me.

Respectfully,

Sgt. Rob MORIN
N. C. O. In Charge
Dawson City Detachment
Telephone: 867 993-2677
Email: rob.morin@rcmp-grc.gc.ca



Village of Carmacks

P.O. Box 113
Carmacks, Yukon, Canada
Y0B 1C0
Telephone: (867) 863-6271
Fax: (867) 863-6606
Email: carmacks@northwestel.net

RECEIVED

NOV 06 2018

October 19, 2018

Town of Dawson City
Mayor and Councilors
1336 Front Street
PO Box 308
Dawson City, YT
Y0B 1G0

Dear Mayor Wayne Potoroka and Councilor's:

On behalf of our Council, I would like to offer our sincere congratulations on your recent election as Mayor & Councilors of the Town of Dawson City.

We wish you much success as you begin this new term, and look forward to working with you, your team and the Association of Yukon Communities on the opportunities and issues that impact all our communities.

Sincerely,

Lee Bodie
Mayor



VILLAGE OF MAYO

Box 160
Mayo, Yukon
Y0B 1M0

Phone: (867) 996-2317
Fax: (867) 996-2907
E-mail: mayo@northwestel.net
Website: www.villageofmayo.ca

October 19, 2018

Mayor Wayne Potoroka and
Councilors
Town of the City of Dawson
P.O. Box 308
Dawson City, Yukon
Y0B 1G0

Dear Mayor Potoroka and Council:

On behalf of the Village of Mayo Council and Staff please accept our sincerest congratulations on your success in the recent municipal election.

We look forward to working with you, your staff and the Association of Yukon Communities on issues affecting all our communities in the coming years.

Sincerely,

Scott Bolton
Mayor





TOWN OF WATSON LAKE

P.O. Box 590, Watson Lake, Yukon Y0A 1C0 Phone: (867) 536-8000 Fax: (867) 536-7522
E-mail: twl@northwestel.net

RECEIVED
NOV 15 2018

November 7, 2018

Mayor Wayne Potoroka and Council
Box 308
Dawson City, Yukon
Y0B 1G0

Dear Mayor Potoroka and Council:

Congratulations on your success in the recent municipal election.

The Town of Watson Lake Council and Staff would like to extend our sincere congratulations to you and your council on your recent victory in the municipal election. We are sure that under your great leadership, wisdom and guidance, the City of Dawson will realize many successes and achievements.

We look forward in the future to working closely with your municipality alongside the Association of Yukon Communities to address and find solutions to our common concerns and issues.

Once again congratulations on your success in being elected to office.

Sincerely,

A handwritten signature in blue ink that reads "Cheryl O'Brien".

Cheryl O'Brien
Mayor, Town of Watson Lake



P.O. Box 130
Teslin, Yukon Territory
Y0A 1B0

Tel 867.390.2530
Fax 867.390.2104

RECEIVED

NOV 13 2018

November 2, 2018

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

Dear Mayor Wayne Potoroka and Council:

On behalf of the Village of Teslin Council and Staff, we would like to congratulate you and your council on being acclaimed for another term in service.

We look forward to collaborating with you again over coming years and wish you all the very best for your tenure and work ahead.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gord Curran". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Gord Curran
Mayor



RECFIVED
NOV 06 2018

Office of the President
Yukon College
t: (867) 668-8704, f: (867) 668-8896
e: kbarnes@yukoncollege.yk.ca

October 25, 2018

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

Dear Mayor ^{Wayne} Potoroka and Council,

Congratulations on your successful elections! As president of Yukon College, I look forward to meeting and working with you throughout your term, on matters related to our community campus.

No doubt your lives have become intensely busy, as you work to finalize prior commitments and get started in your new roles. I would like to make myself available to you should there be any issues involving Yukon College in your community. Please do not hesitate to contact my assistant, Fabi Naves at fnaves@yukoncollege.yk.ca or (867)668-8704 to schedule a telephone meeting at your earliest convenience.

Thank you for your time and dedication and we wish you the best in your council term.

Kind regards,

Dr. Karen Barnes
Yukon College President & Vice-Chancellor

cc: community campus coordinator

500 College Drive
PO Box 2799
Whitehorse, Yukon
Y1A 5K4 Canada

t. 867.668.8800
toll free 1.800.661.0504
yukoncollege.yk.ca



MINUTES OF COMMITTEE OF WHOLE MEETING CW18-25 of the council of the City of Dawson called for 7:00 PM on Tuesday, September 11, 2018 in the City of Dawson Council Chambers.

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

ABSENT: Councillor Jay Farr

ALSO PRESENT: A/CAO Marta Selassie
EA Heather Favron
CDO Clare Huffman

Agenda Item: Call to Order

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

Agenda Item: Agenda

CW18-25-01 Moved by Mayor Potoroka, seconded by Councillor MacArthur that the agenda for committee of the whole meeting #CW18-25 be accepted as presented. Carried 3-0

Agenda Item: Public Hearing

Councillor Kendrick joined committee of whole at 7:01 p.m.

- a) 2018 Permanent Road Closure RE: Close Alley Bounded by Lots 8-10 & 11-14, Block HA, Ladue Estate for Consolidation with Adjacent Lots

The Chair called for submissions.

The Chair called a second time for submissions.

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

Agenda Item: Adoption of Minutes

Page 4: Committee requested the vote count for CW18-23-11 be corrected to reflect 3-1.

- a) Committee of Whole Meeting Minutes CW18-23 of July 24, 2018

CW18-25-02 Moved by Mayor Potoroka, seconded by Councillor MacArthur that the minutes of committee of the whole meeting #CW18-23 of July 24, 2018, be accepted as amended. Carried 4-0

Agenda Item: Business Arising from the Minutes

Page 1 - RE: What legal access exists for lot #1199?

The committee requested confirmation the response to the question was that there was a legal easement in place. The CDO confirmed the response to be correct.

Page 2 - Would the City want to sell full lots that are not serviced in the Downtown Core?

The committee clarified the questions raised where (1) Where would these be, and are they close enough to the main lines to hook up relatively easily? (2) If they can't be hooked up, then who would want to buy them in the Downtown Core?

Agenda Item: Special Meeting, Committee, and Departmental Reports

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

Committee requested additional information. They would like to hear from Government of Yukon on how the proposed application fits into the long term plan for the area.

CW18-25-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole tables the Request for Decision RE: Subdivision Application #18-036: Carried 4-0

b) Request for Decision RE: Subdivision Application #18-075: Lot 1 & Pt Lot 2, Block LG, Ladue Estate

CW18-25-05 Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole forwards the Request for Decision RE: Subdivision Application #18-075: Lot 1 & Pt Lot 2, Block LG, Ladue Estate to council with a recommendation to approve. Carried 4-0

c) Request for Decision RE: Subdivision Application #18-068: Pt Lot 6 & Lot 7, Block 13, Government Reserve

Committee held discussion regarding set backs for garages in residential zones and noted as the Zoning Bylaw is currently under review it might be an ideal time to look at these setbacks.

CW18-25-06 Moved by Councillor Johnson, seconded by Councillor Kendrick that committee of the whole forwards the Request for Decision RE: Subdivision Application Request for Decision RE: Subdivision Application #18-068: Pt Lot 6 & Lot 7, Block 13, Government Reserve to council with a recommendation to approve. Carried 4-0

Agenda Item: Public Questions

Dick Van Nostrand noted he was in attendance in case there were any public concerns raised that needed to be addressed. He noted he would be away for the public hearing and asked if he would be able to attend by phone? The CDO informed him that it was possible for him to attend by phone.

Agenda Item: In Camera Session

CW18-25-07 Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole move into a closed session for the purposes of discussing land related matters as authorized by section 213 (3) of the Municipal Act. Carried 4-0

CW18-25-08 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

CW18-25-09 Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole forwards Request for Decision RE: KDO Multi-year Funding Agreement to council with a recommendation to approve. Carried 4-0

CW18-25-10 Moved by Mayor Potoroka, seconded by Councillor Johnson that Committee of the Whole forward to Council a by-law to amend the Civic Addressing By-Law (15-01) to rename 99-15 Road to Harry Leamon Road; and a by-law to purchase a portion of Lot 1072 Quad 116 B/03 for \$1.00/square foot for the purposes of resurveying the road for safe access. Carried 4-0

Agenda Item: Adjournment

CW18-25-11 Moved by Councillor Kendrick, seconded by Councillor Johnson that committee of the whole meeting CW18-25 be adjourned at 8:44 p.m. Carried 4-0

THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-25 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW18-28-02 AT COMMITTEE OF WHOLE MEETING CW18-28 OF NOVEMBER 13, 2018.

Original signed by:
Wayne Potoroka, Chair

Cory Bellmore, CAO

MINUTES OF COMMITTEE OF WHOLE MEETING CW18-27 of the council of the City of Dawson called for 7:00 PM on Tuesday, September 25, 2018 in the City of Dawson Council Chambers.

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
CDO Clare Huffman

Agenda Item: Call to Order

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

Agenda Item: Agenda

CW18-27-01 Moved by Mayor Potoroka, seconded by Councillor Kendrick that the agenda for committee of the whole meeting #CW18-27 be accepted as presented.
Carried 4-0

Agenda Item: Public Hearing

- a) Subdivision Application 18-068 RE: Lot 7 & Easterly 33' of 6, Block 13, Government Reserve Addition

The Chair called for submissions.

The Chair called a second time for submissions.

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

- b) Consolidation Application 18-075 RE: Lots 1 & Southern half of 2, Block LG, Ladue Estate

The Chair called for submissions.

The Chair called a second time for submissions.

The Chair called a third and final time for submissions, and hearing none declared the public hearing closed at 7:03 p.m.

Agenda Item: Adoption of Minutes

- a) Committee of Whole Meeting Minutes CW18-26 of September 13, 2018

CW18-27-02 Moved by Councillor MacArthur, seconded by Mayor Potoroka that the minutes of committee of the whole meeting #CW18-26 of September 13, 2018, be accepted as presented.
Carried 4-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) Request for Decision RE: Contract Award – Provision of Fuel Services

The committee inquired about why the period of time for posting of tender was ten days. The CAO confirmed to investigate and report back. The CAO noted other fuel companies were made aware of the tender but they did not submit.

CW18-27-03 Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole forwards the Request for Decision RE: Contract Award – Provision of Fuel Services to council with a recommendation to approve.
Carried 4-0

Agenda Item: Bylaws and Policies

a) Request for Decision RE: 2018-05 Encroachment Policy DRAFT

The committee held discussion regarding the draft policy, and raised the following:

- Should there be more definitions i.e.: roadway; road right-of-way; proposed.
- Definition of encroachment – Are there other encroachments out there not covered by definition? i.e.: encroachments on required side yards. The CDO explained this policy specifically intended to apply to encroachments where a development is not situated entirely within its own property, and an encroachment within a set back would be a different type of situation that is usually dealt with through the Board of Variance.
- Would there be value in identifying the situation that resulted in the encroachment?
- The policy seems to put all of the onus on either the city or the property owner, and never the culpability being mixed. Policy does not give any flexibility for shared expenses in terms of dealing with encroachments.
- Section 4 b(ii) – Assume it would be by expropriation and what would the city purchase the land per square foot as per *Sale of Municipal Lands Policy*?
- Section 4(d) – Should licence of occupation be included in list?
- Section 4(f) – The owner’s resolution should be mutual agreement between themselves or the courts and does not involve the city.
- What is the trigger that engages this process and what if owners are not interested in dealing with the encroachment? Or, is this process what the city will use when encountering a situation where guidance is needed to deal with situation? The CDO explained the process is to provide guidance when encountering these situations in a consistent and fair manner.
- Under sections 4 (b) and (c) - Section (b) talks about a travelled roadway encroaching onto private property, and in section (c) it’s a dwelling or structure is encroaching on a surveyed right-of-way. Who decides which is the reality? Discussion ensued regarding the use of the term “proposed” and its intended meaning.
- Section 5(c) – Section speaks to the core commercial zone but there are other boardwalks in other areas zones. The CDO explained the intent was to apply to the balconies and awnings coming over the boardwalk and to keep that use in the core commercial area.
- Section 5(a) – “As described in this section” should be replaced with “under the following circumstances.”
- Section 6(a) – Its great to see the terms under license of occupation do not include the ability of the city to accept an offer from a third party to purchase said land where the person in the license of occupation would have X number of days to meet. Who pays land tax on the property and does it need to be added to the list?

b) 2018 Budget Amendment

Committee requested staff names be removed from the document.

CW18-27-04 Moved by Councillor MacArthur, seconded by Mayor Potoroka that committee of the whole forwards the 2018 Annual Operating Budget and Capital Expenditure Program Amendment No. 1 Bylaw to council with a recommendation to proceed with readings.
Carried 4-0

Agenda Item: Public Questions

Diana Andrews

Diana Andres noted she was in attendance as there was no sound to video equipment being used to televise the meeting.

Dan Davidson

In regards to the Draft Encroachment Policy, section 7(a), in what way will the city work directly with the property owner, and might some of that include some negotiation to cover part of the cost of whatever needs to be done? The committee explained the intent is to not deal with the renter of the property but to deal directly with the property owner.

So much of what goes on here over the last century and a bit of which is not written down, its just always been that way and countless councils have let it continue to be that way. Does that not then mean the council bears some responsibility for what has become the state of things as they are? The committee informed him that not according to the Municipal Act. It is a really big general question, but this is what this policy is meant to correct.

Agenda Item: In Camera Session

CW18-27-05 Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole move into a closed session for the purposes of discussing land related matters as authorized by section 213 (3) of the Municipal Act.
Carried 4-0

a) Land Related Matters

CW18-27-06 Moved by Mayor Potoroka, seconded by Councillor Kendrick that Committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda.
Carried 4-0

CW18-27-07 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole forwards Request for Decision RE: Recreation Centre Annual Surveys to council with a recommendation to approve.
Carried 4-0

CW18-27-08 Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole forwards Request for Decision RE: Lease Agreement: Lot 31, Roman Catholic Mission and Lots 1-4, Block I, Smith Addition (Church Lease) to council with a recommendation to not enter into lease.
Carried 4-0

Agenda Item: Adjournment

CW18-27-09 Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole meeting CW18-27 be adjourned at 9:00 p.m. Carried 4-0

Mayor Potoroka called for a recorded vote:

Votes for: Mayor Potoroka, Councillor Johnson, Councillor Kendrick, Councillor MacArthur

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW18-27 WERE APPROVED BY
COMMITTEE OF WHOLE RESOLUTION #CW18-28-03 AT COMMITTEE OF WHOLE MEETING
CW18-28 OF NOVEMBER 13, 2018.**

Original signed by:

Wayne Potoroka, Chair

Cory Bellmore, CAO