

# THE CITY OF DAWSON

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## NOTICE OF SPECIAL COMMITTEE OF THE WHOLE MEETING #CW21-07

This is to inform you a special meeting of City Council will be held as follows:

**DATE OF MEETING:** WEDNESDAY, FEBRUARY 17, 2021  
**PLACE OF MEETING:** COUNCIL CHAMBERS, CITY OFFICE  
**TIME OF MEETING:** 7:00 PM

### PURPOSE OF MEETING:

1. 2021 Annual Operating Budget and the Capital Expenditure Program Bylaw (2021-04)
2. COVID-19 Municipal Safe Restart Funding
3. IN CAMERA- Land Related Matter

DATE MEETING REQUESTED: March 12, 2021  
MEETING REQUESTED BY: WAYNE POTOROKA, MAYOR

Original signed by: March 15, 2021  
Paul Robitaille, A/CAO Date

**Budget 2021  
First Reading**

GENERAL MUNICIPAL		2020 Budget	2020 Actuals	2021 Budget
			Unaudited	O&M Draft #1
<b>GENERAL MUNICIPAL REVENUES</b>				
<b>REVENUES: GENERAL TAXATION</b>				
10-100-010-40110	Property Taxes - Residential	1,047,535	1,088,265	1,126,000
10-100-010-40115	Property Taxes - Non-Residential	1,067,392	1,122,570	1,128,000
<b>TOTAL GENERAL TAXATION REVENUE</b>		<b>2,114,927</b>	<b>2,210,835</b>	<b>2,254,000</b>
<b>REVENUES: GRANTS IN LIEU OF TAXES</b>				
10-100-015-40130	Federal Grants in Lieu - Residential	27,663	27,663	28,000
10-100-015-40135	Territorial Grants in Lieu - Residential	10,921	10,921	10,921
10-100-015-40140	Federal Grants in Lieu - Non-Residential	159,215	159,215	159,215
10-100-015-40145	Territorial Grants in Lieu - Non-Residential	410,511	410,511	415,000
10-100-015-40150	Tr'ondek Hwech'in Grants In Lieu	386,439	395,045	397,000
<b>TOTAL GRANTS IN LIEU REVENUES</b>		<b>994,750</b>	<b>1,003,355</b>	<b>1,010,136</b>
<b>REVENUES: GRANTS</b>				
10-100-020-40210	Comprehensive Municipal Grant	2,387,858	2,387,843	2,512,359
10-100-020-40225	Community Trust Training Grant	4,000	2,386	4,000
	Carbon Rebate	12,612	12,612	12,500
	Covid restart funding		308,420	150,580
<b>TOTAL GRANT REVENUES</b>		<b>2,404,470</b>	<b>2,711,261</b>	<b>2,679,439</b>
<b>REVENUES: PENALTIES &amp; INTEREST</b>				
10-100-025-40310	Penalties & Interest - Property Taxes	10,000	9,951	10,000
10-100-025-40315	Penalties & Interest - Water & Sewer	5,000		3,000
10-100-025-40318	Administration Fee - Tax Liens	750		500
<b>TOTAL PENALTIES &amp; INTEREST REVENUE</b>		<b>15,750</b>	<b>9,951</b>	<b>13,500</b>
<b>REVENUE: OTHER REVENUE</b>				
10-100-030-40435	Interest on Investments	37,000	65,226	12,500
10-100-030-40440	Less Interest Transferred to Reserves	(23,000)	(59,922)	(9,900)
10-100-030-40450	Bad Debt Recovery	1,000		1,000
10-100-030-40455	Miscellaneous Revenue	2,200	139	2,500
10-100-030-40465	WCB Choice Reward Program	-		20,000
<b>TOTAL OTHER REVENUE:</b>		<b>17,200</b>	<b>5,443</b>	<b>26,100</b>
<b>REVENUE: SALE OF SERVICES</b>				
10-100-035-40510	Business Licence	30,000	39,664	35,000
10-100-035-40515	Intermunicipal Business Licence	1,000	85	1,000
10-100-035-40520	Certificate and Searches	1,800	1,365	1,000
10-100-035-40530	Building Lease/Rental Income	25,000	50,360	20,000
10-100-035-40535	Street Vendor Sales	1,000		
<b>TOTAL SALE OF SERVICES REVENUE</b>		<b>58,800</b>	<b>91,474</b>	<b>57,000</b>
<b>TOTAL GENERAL MUNICIPAL REVENUE</b>		<b>5,605,897</b>	<b>6,032,320</b>	<b>6,040,175</b>

**Budget 2021  
First Reading**

	GENERAL MUNICIPAL	2020 Budget	2020 Actuals	2021 Budget
			Unaudited	O&M Draft #1
	<b>EXPENDITURES: MAYOR AND COUNCIL</b>			
10-100-110-60010	Wages & Honoraria - Mayor/Council	57,000	54,718	55,000
10-100-110-60015	Benefits - Mayor/Council	2,600	1,967	2,000
10-100-110-60020	Employee Wages - Council Services Admin.	50,930	41,107	41,107
10-100-110-60025	Employee Benefits - Council Services Admin.	10,654	10,451	10,451
10-100-110-60510	Professional Fees	-		
10-100-110-60610	Membership/Conference Fees	28,000	24,454	30,000
10-100-110-60650	Training - Mayor and Council	1,500		4,000
10-100-110-60660	Travel - Accomodation and Meals	9,500		2,500
10-100-110-60665	Travel - Transportation	8,500		5,000
10-100-110-61110	Advertising	500	1,295	now in Communications
10-100-110-61150	Hospitality	4,000	1,373	2,000
10-100-110-62700	Supplies - Office	2,500	759	Now in Administration
10-100-110-62750	Non Capital Equipment/Office Furniture	1,500	460	1,500
10-100-110-62770	Photocopier Expense	500		Now in Administration
10-100-110-65550	Insurance	160	107	Now in Administration
10-100-110-65560	Janitorial	750		
10-100-110-65590	Telephone	775		Now in Administration
	<b>TOTAL MAYOR AND COUNCIL EXPENSES</b>	<b>179,369</b>	<b>136,691</b>	<b>153,558</b>
	<b>EXPENDITURES: ELECTIONS/REFERENDUMS</b>			
10-100-115-60040	Honoraria - Election	-		10,000
	<b>TOTAL ELECTIONS/REFERENDUMS EXPENSES</b>	<b>-</b>	<b>-</b>	<b>10,000</b>
	<b>EXPENDITURES: GRANTS/SUBSIDY</b>			
10-100-120-72010	Homeowner Senior Tax Grants	24,000	19,680	22,000
10-100-120-72011	Development Incentive Grant	40,699	17,787	44,186
10-100-120-72025	Water and Sewer - Senior Discount	45,000	59,800	60,000
10-100-120-72030	Community Grants	40,000	14,792	30,000
	Heritage Fund	20,000		20,000
10-100-120-72035	Dawson Ski Hill Grants	6,067	5,631	6,000
	KDO Funding	35,000	35,000	35,000
	COVID-19 funding	150,000	135,000	
	<b>TOTAL GRANTS/SUBSIDY EXPENSES</b>	<b>360,766</b>	<b>287,690</b>	<b>217,186</b>
	<b>EXPENDITURES: ADMINISTRATION</b>			
10-100-150-60010	Wages - Administration	441,077	365,416	457,206
10-100-150-60015	Benefits - Administration	87,171	45,000	94,804
10-100-150-60510	Professional Fees	90,000	80,456	40,000
10-100-150-60515	Audit	30,500	22,000	30,000
10-100-150-60520	Legal	150,000	91,540	150,000
10-100-150-60525	Human Resource	18,000	5,280	15,000
10-100-150-60610	Membership/Conference	2,500		2,500
10-100-150-60650	Training	25,000	1,333	10,000
10-100-150-60660	Travel - Accomodation and Meals	7,000	375	5,000
10-100-150-60665	Travel - Transportation	10,000	4,721	7,500
10-100-150-61110	Advertising	11,000	14,120	now in Communications
10-100-150-61115	Promotional Material/Hosting Events	3,000	2,219	3,000
10-100-150-61120	Subscriptions & Publications	2,000	3,492	3,500
10-100-150-62100	Postage ALL DEPTS	4,600	12,283	13,500
10-100-150-62110	Freight	2,000	1,555	2,000
10-100-150-62500	Computer Network Charge	40,000	1,118	now in Computer Systems
10-100-150-62700	Supplies - Office ALL DEPTS	9,000	18,615	29,900
10-100-150-62750	Non Capital Equipment	10,000	1,327	4,000
10-100-150-62770	Photocopier Expense - ALL DEPTS	2,535	6,991	9,000
10-100-150-65550	Insurance - ALL DEPTS	42,000	216,357	264,392
10-100-150-65590	Telephone and Fax	15,210	30,772	33,000
10-100-150-67000	Bank Charges	2,500	5,032	3,000
10-100-150-67005	Payroll Fees	3,500	950	3,000
10-100-150-67080	Bad Debt Expense	2,500		4,500
10-100-150-67090	Cash Over/Short	240		

**Budget 2021  
First Reading**

GENERAL MUNICIPAL		2020 Budget	2020 Actuals	2021 Budget
			Unaudited	O&M Draft #1
10-100-150-70000	Contracted Services	2,000	2,658	
10-100-150-72050	Assessment Fees	36,700	37,559	38,500
10-100-150-72055	Tax Liens/Title Searches	203		
10-100-150-72065	Intermunicipal Business Licence	-		1,000
<b>TOTAL ADMINISTRATION EXPENSES</b>		<b>1,050,236</b>	<b>971,169</b>	<b>1,224,302</b>
<b>EXPENDITURES: OTHER PROPERTY EXPENSES</b>				
10-100-155-65400	Utility - 8th Ave Residence	3,000	2,105	3,000
10-100-155-65405	Heating - 8th Residence	3,500	3,194	3,500
10-100-155-65410	Repairs and Maintenance - 8th Residence	7,500	358	7,000
10-100-155-65420	Utility - 6th Ave. Rental	2,000	1,235	
10-100-155-65425	Heating - 6th Ave. Rental	2,500		
10-100-155-65430	Repairs and Maintenance - 6th Ave. Rental	6,000	3,329	4,000
10-100-155-65490	Land Lease /property taxes	4,840		
10-100-155-65495	Land Lease	1,820		
<b>TOTAL OTHER PROPERTY EXPENSES</b>		<b>31,160</b>	<b>10,221</b>	<b>17,500</b>
<b>EXPENDITURES: COMPUTER INFORMATION SYSTEMS</b>				
10-100-160-81000	Accounting System Support Plan	22,000	1,455	40,000
10-100-160-81010	Network Workstation Support Plan & Updates	20,000	59,195	50,000
10-100-160-81020	Network Software and Accessories	8,000	254	35,000
10-100-160-81025	Repairs, Maintenance & Non Capital Replacement	30,000	845	25,000
10-100-160-89000	Contribution to Equipment Replacement Reserve			
10-100-160-89800	Cost Recapture	(81,600)		
<b>TOTAL COMPUTER INFORMATION SYSTEMS EXPENSES</b>		<b>-</b>	<b>61,749</b>	<b>150,000</b>
<b>EXPENDITURES: COMMUNICATIONS</b>				
10-100-112-60010	Communications - Wages	-		75,000
10-100-112-60015	Communications - Benefits	-		12,000
10-100-112-61110	Communications - Advertising			28,200
10-100-165-82015	Supplies	-		15,000
10-100-165-82020	Insurance Premiums	2,282		Now in Administration
10-100-165-82025	Licence Fees		2,513	2,500
10-100-165-82030	Contracted Services	5,000	5,995	10,000
10-100-165-89800	Cost Recapture	(7,282)		
<b>TOTAL COMMUNICATIONS EXPENSES</b>		<b>-</b>	<b>8,508</b>	<b>142,700</b>
<b>EXPENDITURES: MUNICIPAL HEALTH &amp; SAFETY PROGRAM</b>				
10-100-185-60010	Wages - Safety	4,599	8,437	8,500
10-100-185-60015	Benefits - Safety	860	517	550
10-100-185-60650	Training	2,000	-	
<b>TOTAL MUNICIPAL HEALTH &amp; SAFETY PROGRAM EXPENSES</b>		<b>7,459</b>	<b>8,954</b>	<b>9,050</b>
<b>TOTAL GENERAL MUNICIPAL EXPENSES</b>		<b>1,628,990</b>	<b>1,484,982</b>	<b>1,924,295</b>
<b>EXPENDITURES: SPECIAL PROJECTS/EVENTS</b>				
10-100-190-76540	Downtown Revitalization	45,000		-
<b>TOTAL SPECIAL PROJECTS/ EVENTS EXPENSES</b>		<b>45,000</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL MUNICIPALITY REVENUES:</b>		<b>5,605,897</b>	<b>6,032,320</b>	<b>6,040,175</b>
<b>TOTAL GENERAL MUNICIPALITY EXPENSES:</b>		<b>1,673,990</b>	<b>1,484,982</b>	<b>1,924,295</b>
<b>NET GENERAL MUNICIPALITY EXPENSES</b>		<b>3,931,908</b>	<b>4,547,337</b>	<b>4,115,880</b>

**Budget 2021  
First Reading**

		2020 Budget	2020 Actuals	2021 Budget
	<b>CABLE</b>			
	<b>REVENUES - CABLE:</b>		Unaudited	O&M Draft #1
	Cable Television:			
10-200-200-42000	Analog Basic	190,000	143,527	140,000
10-200-200-42100	Digital Basic	54,000	54,566	54,000
10-200-200-42200	Additional Packages	18,000	4,441	14,000
10-200-200-42600	Reconnects	1,000	1,289	100
10-200-200-42700	New Installations/Reconnects	2,500	135	1,500
10-200-200-45000	Fibre Optic Rental	4,200	3,330	3,400
10-200-200-59500	Transfer in from Operating Reserve	86,509		
	<b>TOTAL REVENUE - CABLE:</b>	<b>356,209</b>	<b>207,288</b>	<b>213,000</b>
	<b>EXPENDITURES - CABLE:</b>			
10-200-200-60010	Wages	16,433	18,000	13,937
10-200-200-60015	Benefits	2,934	2,642	3,263
10-200-200-60510	Professional Fees	5,000		
10-200-200-60660	Travel - Accomodation and Meals	500		
10-200-200-60665	Travel - Transportation	50		
10-200-200-61110	Advertising/Analog Channel Guide	2,228	3,780	7,080
10-200-200-62100	Postage	3,300		Now in Administration
10-200-200-62110	Freight	200		
10-200-200-62500	Computer Network Charge	350		Now in Administration
10-200-200-62700	Supplies - Office	3,000		2,500
10-200-200-62750	Non-capital Equipment/Office Furniture	2,000	5,040	2,000
10-200-200-62770	Photocopier Expense	750	-	Now in Administration
10-200-200-65100	Tower/Equipment Repairs and Mtnce.	14,500	3,005	5,000
10-200-200-65500	Electrical	12,000	13,748	14,000
10-200-200-65590	Telephone and Fax	3,500	2,181	2,200
10-200-200-70000	Contracted Services	50,000	54,745	55,000
10-200-200-71000	Supplies - Operating	10,000	4,201	
10-200-200-71320	Cable Pole Rental/Site Lease	29,448	33,064	30,000
10-200-200-72200	Television Stations	105,000	109,484	88,800
	<b>TOTAL EXPENDITURES - CABLE:</b>	<b>261,193</b>	<b>249,890</b>	<b>223,780</b>
	<b>TOTAL CABLE REVENUES:</b>	<b>356,209</b>	<b>207,288</b>	<b>213,000</b>
	<b>TOTAL CABLE EXPENSES:</b>	<b>261,193</b>	<b>249,890</b>	<b>223,780</b>
	<b>NET CABLE EXPENSES</b>	<b>95,016</b>	<b>(42,602)</b>	<b>(10,780)</b>

**Budget 2021  
First Reading**

	<b>CEMETERY</b>	<b>2020 Budget</b>	<b>2020</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
	<b>REVENUE - CEMETERY PLOTS:</b>			
10-500-500-45000	Sale of Cemetery Plots	3,000	2,723	3,000
10-500-500-59500	Transfer in from Reserves	-		
	<b>TOTAL CEMETERY REVENUE:</b>	<b>3,000</b>	<b>2,723</b>	<b>3,000</b>
	<b>EXPENDITURES - CEMETERY PLOTS:</b>			
10-500-500-70000	Contracted Services	10,000		8,000
10-500-500-70100	Landscaping	5,000		5,000
10-500-500-78000	Equipment Rentals	-		
	<b>TOTAL CEMETERY EXPENSE:</b>	<b>15,000</b>	<b>-</b>	<b>13,000</b>
	<b>TOTAL CEMETERY REVENUES:</b>	<b>3,000</b>	<b>2,723</b>	<b>3,000</b>
	<b>TOTAL CEMETERY EXPENSES:</b>	<b>15,000</b>	<b>-</b>	<b>13,000</b>
	<b>NET CEMETERY EXPENSES</b>	<b>(12,000)</b>	<b>2,723</b>	<b>(10,000)</b>

**Budget 2021  
First Reading**

	<b>PLANNING &amp; DEVELOPMENT:</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
	<b>REVENUES - PLANNING:</b>			
10-600-600-46000	Development Permits	11,313	74,105	15,000
10-600-600-46050	Subdivision Development Fees	4,698	-	5,000
10-600-600-46080	Historic Resources Permits	5,000	-	5,000
10-600-600-46200	appeals	210	-	200
10-600-600-46500	Land Sales		840	60,000
10-600-600-46600	External Funding			
10-600-600-59500	Transfer in from Reserves			
	<b>TOTAL REVENUE - PLANNING:</b>	<b>21,221</b>	<b>74,945</b>	<b>85,200</b>
	<b>EXPENDITURES - PLANNING:</b>			
10-600-600-60010	Wages - Planning	139,390	98,612	130,247
10-600-600-60015	Benefits - Planning	22,079	11,091	25,279
10-600-600-60040	Honoraria	12,000	3,908	12,000
10-600-600-60510	Professional Fees	70,000	17,501	100,000
10-600-600-60650	Training	5,115	250	5,000
10-600-600-60660	Travel - Accomodation and Meals	1,535	-	1,500
10-600-600-60665	Travel - Transportation	2,495	-	2,500
10-600-600-61110	Advertising	5,500	-	now in Communications
10-600-600-61115	Promotional Material/Special Events	-	49	
10-600-600-61120	Subscriptions & Publications	500		500
10-600-600-62100	Postage	220		Now in Administration
10-600-600-62500	Computer Network Charge	309		now in Computer Systems
10-600-600-62700	Supplies - Office	1,200	750	1,000
10-600-600-62750	Non Capital Equipment/Office Furniture	3,000	1,066	3,000
10-600-600-62770	Photocopier Expense	447		Now in Administration
10-100-190-76540	Downtown Revitalization	45,000	-	20,000
10-600-600-70000	Contracted services	10,000	525	20,000
10-600-600-70100	Land Development Costs	25,000	9,266	30,000
	<b>TOTAL EXPENDITURES - PLANNING:</b>	<b>343,790</b>	<b>143,019</b>	<b>351,026</b>
	<b>TOTAL PLANNING REVENUES:</b>	<b>21,221</b>	<b>74,945</b>	<b>85,200</b>
	<b>TOTAL PLANNING EXPENSES:</b>	<b>343,790</b>	<b>143,019</b>	<b>351,026</b>
	<b>NET PLANNING EXPENSES</b>	<b>(322,569)</b>	<b>(68,074)</b>	<b>(265,826)</b>

**Budget 2021  
First Reading**

	<b>PROTECTIVE SERVICES</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
	<b>PROTECTIVE SERVICES</b>			
	<b>REVENUES - FIRE PROTECTION</b>			
10-300-310-43000	Fire Alarm Monitoring	23,829	13,350	13,800
10-300-310-43050	Inspection Services	1,500		1,500
10-300-310-43100	Fire Alarm Response	2,000		2,000
10-300-310-43150	Emergency Response	500	3,000	3,000
10-300-310-43200	Burning Permits	-		
10-300-310-43250	Miscellaneous Protective Services	2,500	465	4,000
10-300-310-43280	CMG - Fire Suppression	-		
10-300-310-43290	CMG - Fire Suppression	50,000	50,000	50,000
10-300-310-40000	Training Facility rental	-		500
	<b>TOTAL FIRE PROTECTION REVENUES</b>	<b>80,329</b>	<b>66,815</b>	<b>74,800</b>
	<b>EXPENSES - FIRE PROTECTION</b>			
10-300-310-60010	Wages - Fire Protection	77,584	87,700	76,980
10-300-310-60015	Benefits - Fire Protection	13,757	16,522	16,193
10-300-310-60020	Fire Fighter Call Outs	60,000	40,000	45,000
10-300-310-60025	Benefits - Fire Fighter Call Outs	18,200	4,981	5,500
10-300-310-60510	Professional Fees	2,000	1,800	2,000
10-300-310-60610	Membership/Conference	1,500	150	1,000
10-300-310-60650	Training/Certificates	20,000	29,850	40,000
10-300-310-60660	Travel - Accomodation and Meals	3,000	2,238	2,000
10-300-310-60665	Travel - Transportation	2,500	628	1,500
10-300-310-61110	Advertising	3,000	917	now in Communications
10-300-310-61115	Promotional Material/Special Events	5,000	-	5,000
10-300-310-61120	Subscriptions & Publications	3,000		2,000
10-300-310-62100	Postage	500	-	Now in Administration
10-300-310-62110	Freight	2,000		2,000
10-300-310-62500	Computer Network Charge	1,251		now in Computer Systems
10-300-310-62550	Communication Charge	1,151		now in Communications
10-300-310-62700	Supplies - Office	1,000	98	Now in Administration
10-300-310-62750	Non Capital Equipment	5,300	791	10,000
10-300-310-62770	Photocopier Expense	550		Now in Administration
10-300-310-65510	Cable TV	1,293	783	1,400
10-300-310-65550	Insurance (FF additional)		5,083	5,083
10-300-310-65590	Telephone and Fax	13,446	6,131	6,500
10-300-310-70000	Contracted Services	30,000	17,352	20,000
10-300-310-71000	Supplies - Operating and safety	16,000	13,562	22,000
10-300-310-71010	Supplies - Specialty Clothing	20,000	23,357	40,000
10-300-310-71020	Supplies - Safety	5,100	4,935	5,000
10-300-310-71030	Smoke/CO Detector Campaign	1,000	221	1,000
10-300-310-72310	Software and Support - Fire	2,500		now in Computer Systems
10-300-310-72320	Training facility	2,000		5,000
10-300-310-78000	Equipment rental	1,100		1,500
10-300-310-78100	Vehicle Fuel	3,000	2,982	3,000
10-300-310-78110	Vehicle Repairs and Maintenance	2,500	824	2,500
10-300-310-78500	Heavy Equipment Fuel	1,000	868	1,000
10-300-310-78510	Heavy Equipment Repairs and Maintenance	8,000	393	5,000
10-300-310-78520	Equipment Lease	2,400	2,316	22,550
<b>10-300-310-89500</b>	<b>Contribution to Operating Reserves</b>	<b>-</b>		
	<b>TOTAL FIRE PROTECTION EXPENSES</b>	<b>330,632</b>	<b>264,482</b>	<b>350,707</b>
	<b>NET FIRE PROTECTION EXPENSES</b>	<b>(250,303)</b>	<b>(197,667)</b>	<b>(275,907)</b>



**Budget 2021  
First Reading**

		2020 Budget	2020 Actuals	2021 Budget
	<b>PROTECTIVE SERVICES</b>		<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
	<b>EMERGENCY MEASURES</b>			
	<b>EXPENSES - EMERGENCY MEASURES:</b>			
10-300-350-60010	Wages - EMO	16,433	18,122	21,033
10-300-350-60015	Benefits - EMO	2,934	1,801	4,275
10-300-350-60650	Training/Certificates	3,000		6,000
10-300-350-60660	Travel - Accomodation and Meals	500	2,777	2,000
10-300-350-60665	Travel - Transportation	500		1,500
10-300-350-61110	Advertising	500	238	now in Communications
10-300-350-61115	Promotional Material/Special Events	150	26	150
10-300-350-62700	Supplies	500		500
10-300-350-62750	Non Capital Equipment	2,500	428	2,500
10-300-350-65550	Insurance	1,551		Now in Administration
10-300-350-70000	Contract Services	-	177	
10-300-350-71020	Safety Kits and Supplies	500	254	3,000
	<b>TOTAL EMERGENCY MEASURES EXPENDITURE</b>	<b>29,068</b>	<b>23,824</b>	<b>40,958</b>
	<b>BYLAW ENFORCEMENT</b>			
	<b>REVENUES - BYLAW ENFORCEMENT</b>			
10-300-380-43800	Bylaw Revenue	1,000		2,000
10-300-380-43850	Animal Control Fees	3,000	1,435	3,000
10-300-380-59500	Transfer in from Reserve	-		
	<b>TOTAL BYLAW ENFORCEMENT REVENUES</b>	<b>4,000</b>	<b>1,435</b>	<b>5,000</b>
	<b>EXPENSES - BYLAW ENFORCEMENT:</b>			
10-300-380-60010	Wages - Bylaw	85,025	79,871	65,536
10-300-380-60015	Benefits - Bylaw	18,178	9,424	18,330
10-300-380-60510	Professional Fees	2,000	-	-
10-300-380-60610	Membership/Conference	1,000		1,000
10-300-380-60650	Training	2,000		5,000
10-300-380-60660	Travel - Accomodation and Meals	2,000	1,794	2,000
10-300-380-60665	Travel - Transportation	2,000		1,500
10-300-380-61110	Advertising	850		now in Communications
10-300-380-61115	Promotional Material/Special Events	750		750
10-300-380-62110	Freight	300		300
10-300-380-62700	Signs/Supplies	1,500	6	3,000
10-300-380-62750	Non Capital Equipment	500		500
10-300-380-65550	Insurance	1,561		Now in Administration
10-300-380-70000	Contracted Services	1,500	45	3,500
10-300-380-70005	Animal Control - Humane Society	16,000	18,250	14,600
10-300-380-71000	Operating Supplies/Signs/Animal control	800	54	3,000
10-300-380-71010	Specialty Clothing	800	1,682	1,000
10-300-380-78100	Vehicle Fuel	750	645	750
10-300-380-78110	Vehicle Repairs and Maintenance	1,000	173	1,000
	<b>TOTAL BYLAW ENFORCEMENT EXPENDITURE</b>	<b>138,514</b>	<b>111,944</b>	<b>121,766</b>
	<b>NET BYLAW ENFORCEMENT EXPENDITURES</b>	<b>(134,514)</b>	<b>(110,509)</b>	<b>(116,766)</b>
	<b>TOTAL PROTECTIVE SERVICES REVENUES:</b>	<b>84,329</b>	<b>68,250</b>	<b>79,800</b>
	<b>TOTAL PROTECTIVE SERVICES EXPENSES:</b>	<b>498,214</b>	<b>400,250</b>	<b>513,431</b>
	<b>NET PROTECTIVE SERVICES EXPENSES</b>	<b>(413,885)</b>	<b>(332,000)</b>	<b>(433,631)</b>

**Budget 2021  
First Reading**

	<b>PUBLIC WORKS</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
	<b>REVENUE - PUBLIC WORKS:</b>			
	<b>WATER SERVICE REVENUE:</b>			
10-400-455-44000	Water Utility Fee	799,300	826,416	820,000
10-400-455-44100	Water Service Call	3,085		
10-400-455-44080	New Installation		31,355	
10-400-455-44200	Coin Operated Truck Fill	15,000	8,766	15,000
10-400-495-44600	Water Delivery	67,800	61,266	60,000
10-400-495-44750	Disconnect/Reconnect Water Services	14,641	8,970	10,000
	<b>TOTAL WATER SERVICE REVENUE:</b>	<b>899,826</b>	<b>936,773</b>	<b>905,000</b>
	<b>SEWER SERVICE REVENUE:</b>			
10-400-460-44300	Sewer Utility Fee	644,231	618,932	617,675
10-400-460-44350	Sewer Service Calls	514		500
10-400-465-48010	YG Charge for WWTP	-	62,473	
	<b>TOTAL SEWER SERVICE REVENUE:</b>	<b>644,745</b>	<b>681,405</b>	<b>618,175</b>
	<b>WASTE MANAGEMENT REVENUE:</b>			
10-400-480-44500	Waste Management Fees	232,599	244,342	242,000
10-400-480-44600	YG Funding for Waste Management	75,000	62,473	75,000
10-400-480-44800	Ground Water Monitoring	20,000	35,000	20,000
	<b>TOTAL WASTE MANAGEMENT REVENUE:</b>	<b>327,599</b>	<b>341,815</b>	<b>337,000</b>
	<b>OTHER REVENUE:</b>			
10-400-495-44700	New Installation Fee - Labour	35,660	37,330	20,000
10-400-495-44710	Sale of Gravel	3,060	1,259	3,000
10-400-495-44715	Sale of Inventory/Cost Recovery Contracted Servies		45,924	15,000
10-400-495-44715	New Installation Fee - Sale of Inventory	35,660		35,000
10-400-495-44725	Load Capacity	24,480	6,150	25,000
10-400-495-44825	Grant - Training	5,000	3,839	5,000
	Transfer in from Reserves	45,000		
10-400-495-44850	Lease Income - Dock	9,450		
	<b>TOTAL OTHER REVENUE:</b>	<b>158,310</b>	<b>94,502</b>	<b>103,000</b>
	<b>TOTAL REVENUE - PUBLIC WORKS:</b>	<b>2,030,480</b>	<b>2,054,495</b>	<b>1,963,175</b>
	<b>EXPENDITURES - PUBLIC WORKS:</b>			
	<b>COMMON:</b>			
10-400-410-60010	Wages - PW Common	114,592	194,000	114,506
10-400-410-60015	Benefits - PW Common	25,260	24,893	25,713
10-400-410-60510	Professional Fees	1,000	3,774	1,000
10-400-410-60610	Membership/Conference	150		3,000
10-400-410-60650	Training	15,000	5,996	10,000
10-400-410-60660	Travel - Accomodation and Meals	7,700	4,114	5,000
10-400-410-60665	Travel - Transportation	2,000	259	2,000
10-400-410-61110	Advertising	400		now in Communications
10-400-410-61115	Promotional Material/Special Events	800	1,274	800
10-400-410-61120	Subscriptions & Publications	300		500
10-400-410-62100	Postage	750	32	Now in Administration
10-400-410-62110	Freight	2,000	3,247	2,500
10-400-410-62500	Computer Network Charge/Alarm Systems	2,500		now in Computer Systems
10-400-410-62550	Communication Charge	250		now in Communications
10-400-410-62700	Supplies - Office	3,200	1,288	Now in Administration
10-400-410-62750	Non Capital Equipment	21,500	3,109	20,000
10-400-410-62770	Photocopier Expense (lease)	1,800	2,550	1,388
10-400-410-65100	Building Repairs and Maintenance			Building Maintenance
10-400-410-65500	Electrical			Building Maintenance
10-400-410-65520	Heating			Building Maintenance
10-400-410-65550	Insurance		39	Now in Administration

**Budget 2021  
First Reading**

	<b>PUBLIC WORKS</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
10-400-410-65560	Janitorial - Public Works Blding			Building Maintenance
10-400-410-65590	Telephone and Fax	16,000	12,610	13,000
10-400-410-70000	Contract Services - Common	3,000	11,053	6,000
10-400-410-71000	Supplies - Common Operating	7,000	9,540	5,000
10-400-410-71020	Supplies - Safety	15,000	15,572	15,000
10-400-410-78100	Vehicle Fuel	4,300	15,572	24,750
10-400-410-78110	Vehicle Repairs and Maintenance	4,200	16,303	32,250
10-400-410-78500	Heavy Equipment Fuel		10,821	8,200
10-400-410-78510	Heavy Equipment R&M		18,318	24,500
10-400-495-70000	Mosquito Control	22,000	16,262	20,000
10-400-495-72450	New Installation Costs	45,630	37,853	40,000
	<b>TOTAL COMMON EXPENDITURES:</b>	<b>316,332</b>	<b>408,479</b>	<b>375,107</b>
	<b>TRANSPORTATION:</b>			
	<b>ROADS AND STREETS - SUMMER:</b>			
10-400-420-60010	Wages - PW Roads Summer	36,925	32,000	40,729
10-400-420-60015	Benefits - PW Roads Summer	8,071	2,566	8,564
10-400-420-61110	Advertising	500		now in Communications
10-400-420-62110	Freight	500	506	1,000
10-400-420-62500	Computer Network Charge	1,500		now in Computer Systems
10-400-420-62550	Communication Charge	250		now in Communications
10-400-420-62750	Non Capital Equipment/Office Furniture	-	133	
10-400-420-65550	Insurance	1,575		Now in Administration
10-400-420-70000	Contracted Services	68,000	54,290	60,000
10-400-420-71000	Supplies - Operating	500	48	500
10-400-420-71200	Chemicals	6,000	5,434	6,000
10-400-420-71240	Cold Mix	3,100		3,000
10-400-420-71250	Gravel	10,500		10,000
10-400-420-71270	Signs	5,100	1,183	5,000
10-400-420-71280	Street Lights	13,000	20,520	21,000
10-400-420-78000	Equipment Rental	-		Now in Administration
10-400-420-78100	Vehicle Fuel	500		
10-400-420-78110	Vehicle Repairs and Maintenance	500		
10-400-420-78500	Heavy Equipment Fuel	1,100		
10-400-420-78510	Heavy Equipment Repairs and Maintenance	3,100		
	<b>TOTAL ROADS AND STREETS - SUMMER:</b>	<b>160,721</b>	<b>116,680</b>	<b>155,793</b>
	<b>ROADS AND STREETS - WINTER:</b>			
10-400-425-60010	Wages - PW Roads Winter	60,596	62,500	68,063
10-400-425-60015	Benefits - PW Roads Winter	13,400	7,238	14,378
10-400-425-61110	Advertising	500		now in Communications
10-400-425-62110	Freight	500	5,034	2,500
10-400-425-62750	Non capital equipment		5,724	
10-400-425-62500	Computer Network Charge	1,500		now in Computer Systems
10-400-425-62550	Communication Charge	250		
10-400-425-65550	Insurance	1,600		Now in Administration
10-400-425-70000	Contracted Services	180,000	237,660	205,000
10-400-425-71000	Supplies	500	318	500
10-400-425-71240	3/8 Minus Sand Mix	15,000	13,440	15,000
10-400-425-71270	Signs	500		500
10-400-425-71280	Street Lights	18,000	14,619	19,000
10-400-425-78100	Vehicle Fuel	1,300		
10-400-425-78110	Vehicle Repairs and Maintenance	1,300	4,974	
10-400-425-78500	Heavy Equipment Fuel	2,000	234	
10-400-425-78510	Heavy Equipment Repairs and Maintenance	6,100	2,948	
	<b>TOTAL ROADS AND STREETS - WINTER</b>	<b>303,046</b>	<b>354,689</b>	<b>324,941</b>

**Budget 2021  
First Reading**

	<b>PUBLIC WORKS</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
	<b>SIDEWALKS:</b>			
10-400-430-60010	Wages - PW Sidewalks	24,475	11,800	28,162
10-400-430-60015	Benefits - PW Sidewalks	5,498	1,397	5,983
10-400-430-62110	Freight	-	756	
10-400-430-62500	Computer Network Charge	750		now in Computer Systems
10-400-430-65550	Insurance	800		Now in Administration
10-400-430-70000	Contracted Services	20,000	13,178	20,000
10-400-430-71000	Supplies - Material	22,000	15,108	20,000
10-400-430-71240	Gravel	1,200		1,200
10-400-430-78100	Vehicle Fuel	500		
10-400-430-78110	Vehicle Repairs and Maintenance	500		
10-400-430-78500	Heavy Equipment Fuel	500		
10-400-430-78510	Heavy Equipment Repairs and Maintenance	1,500		
	<b>TOTAL SIDEWALKS:</b>	<b>77,723</b>	<b>42,238</b>	<b>75,346</b>
	<b>FLOATING DOCK:</b>			
10-400-435-65100	Repair and Maintenance	5,000	1,795	2,500
10-400-435-65550	Insurance	900		Now in Administration
10-400-435-70000	Contracted Services	13,500	473	12,000
10-400-435-71000	Supplies	-		Now in Administration
10-400-435-71320	Marine Lease	150	150	150
	<b>TOTAL FLOATING DOCK:</b>	<b>19,550</b>	<b>2,418</b>	<b>14,650</b>
	<b>SURFACE DRAINAGE:</b>			
10-400-450-60010	Wages - PW Surface Drainage	37,298	59,500	41,667
10-400-450-60015	Benefits - PW Surface Drainage	8,227	6,694	8,761
10-400-450-62110	Freight	500	161	500
10-400-450-62500	Computer Network Charge	750	-	now in Computer Systems
10-400-450-62750	General Operat-Non Capital Equipment	1,000	2,495	2,500
10-400-450-65500	Electrical	1,050	957	1100
10-400-450-65550	Insurance	900		Now in Administration
10-400-450-70000	Contracted Services	15,500	11,908	15,000
10-400-450-71000	Supplies	5,000	222	5,000
10-400-450-78100	Vehicle Fuel	1,750		
10-400-450-78110	Vehicle Repairs and Maintenance	1,750	455	
10-400-450-78500	Heavy Equipment Fuel	1,600		
10-400-450-78510	Heavy Equipment Repairs and Maintenance	4,600	12,985	
	<b>TOTAL SURFACE DRAINAGE</b>	<b>79,925</b>	<b>95,375</b>	<b>74,528</b>
	<b>ENVIRONMENTAL USE AND PROTECTIONS:</b>			
	<b>WATER SERVICES:</b>			
10-400-455-60010	Wages - PW Water Services	377,466	475,000	404,331
10-400-455-60015	Benefits - PW Water Services	85,319	51,466	86,744
10-400-455-60510	Professional Fees	40,000	43,129	40,000
10-400-455-60515	Professional Fees - Water Licence	15,000	2,354	20,000
10-400-455-60610	Membership/Conference/Certificates	350		4,000
10-400-455-60650	Training	12,000	3,801	10,000
10-400-455-60660	Travel - Accomodation and Meals	7,000	1,346	5,000
10-400-455-60665	Travel - Transportation	2,000	795	2,500
10-400-455-61110	Advertising	200	84	now in Communications
10-400-455-62110	Freight	20,000	16,424	20,000
10-400-455-62500	Computer Network Charge	5,900		now in Computer Systems
10-400-455-62550	Communication Charge	1,200		now in Communications
10-400-455-62750	Non Capital Equipment	8,300	5,442	8,000
10-400-455-65100	Repairs and Maintenance			Building Maintenance
10-400-455-65500	Electrical			Building Maintenance
10-400-455-65520	Heating			Building Maintenance

**Budget 2021  
First Reading**

	<b>PUBLIC WORKS</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
10-400-455-65550	Insurance		-	Now in Administration
10-400-455-65590	Telephone	2,500	14,290	15,000
10-400-455-70000	Contract Services	25,000	56,805	50,000
10-400-455-71000	Supplies - Operating	20,000	12,856	70,000
10-400-455-71020	Supplies - Safety	5,000	1,413	5,000
10-400-455-71200	Chemicals	4,000	7,281	5,000
10-400-455-72400	Water Sampling/Testing	7,200	8,901	9,000
10-400-455-78000	Equipment Rental	-	340	
10-400-455-78100	Vehicle Fuel	7,000	2,446	
10-400-455-78110	Vehicle Repairs and Maintenance	8,000	3,563	
10-400-455-78500	Heavy Equipment Fuel	1,000		
10-400-455-78510	Heavy Equipment Repairs	3,000		
10-400-495-70100	Water Delivery	80,000	89,430	108,000
	<b>TOTAL WATER SERVICES:</b>	<b>737,435</b>	<b>797,165</b>	<b>862,574</b>
	<b>SEWER SERVICES:</b>			
10-400-460-60010	Wages - PW Sewer Services	171,393	155,200	181,610
10-400-460-60015	Benefits - PW Sewer Services	38,215	16,357	39,508
10-400-460-60510	Professional Fees	15,000		
10-400-460-60610	Membership/Conference/Dues	350		1,000
10-400-460-60650	Training	6,900		5,000
10-400-460-60660	Travel - Accomodation and Meals	4,000		3,000
10-400-460-60665	Travel - Transportation	1,000		1,500
10-400-460-61110	Advertising	250		now in Communications
10-400-460-62110	Freight	5,050	143	1,000
10-400-460-62500	Computer Network Charge	3,800		now in Computer Systems
10-400-460-62550	Communication Charge	900		now in Communications
10-400-460-62750	Non Capital Equipment	3,042		3,000
10-400-460-65100	Repairs and Maintenance	10,000		Building Maintenance
10-400-460-65500	Electrical			Building Maintenance
10-400-460-65520	Heating	-		Building Maintenance
10-400-460-65550	Insurance	7,000	(7,514)	Now in Administration
10-400-460-70000	Contracted Services	20,280	7,015	10,000
10-400-460-71000	Supplies	12,168	1,734	8,000
10-400-460-71020	Supplies - Safety	5,000	1,191	5,000
10-400-460-71200	Chemicals	3,042		3,000
10-400-460-78100	Vehicle Fuel	4,000	-	
10-400-460-78110	Vehicle repair and maintenance PW Sewer	4,000		
10-400-460-78500	Heavy Equipment Fuel	1,000		
10-400-460-78510	Heavy Equipment R&M	3,000	2,039	
	<b>TOTAL SEWER SERVICES:</b>	<b>319,390</b>	<b>176,166</b>	<b>261,619</b>
	<b>WASTE WATER TREATMENT PLANT:</b>			
10-400-465-60010	Wages - PW WWTP	-	496	
10-400-465-60015	Benefits - PW WWTP	-	12	
10-400-465-65100	Repairs and Maintenance - WWTP related	-	383	
10-400-465-71020	Supplies - Safety	-	176	
10-400-465-72100	YG Payment towards Operating WWTP	220,000	218,311	223,911
10-400-465-78110	Vehicle Repairs and Maintenance		515	
	<b>TOTAL WASTE WATER TREATMENT PLANT:</b>	<b>220,000</b>	<b>219,892</b>	<b>223,911</b>
	<b>WASTE MANAGEMENT:</b>			
10-400-480-60010	Wages - PW Waste Management	238,954	123,247	248,276
10-400-480-60015	Benefits - PW Waste Management	43,837	13,008	44,546
10-400-480-60510	Professional Fees	20,000	2,925	20,000
10-400-480-60650	Training	4,000		4,000
10-400-480-60660	Travel - Accomodation and Meals	2,000		2,000
10-400-480-60665	Travel - Transportation	2,000		1,500
10-400-480-61110	Advertising	1,000		now in Communications

**Budget 2021  
First Reading**

	<b>PUBLIC WORKS</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
10-400-480-62110	Freight	800		1,000
10-400-480-62500	Computer Network Charge	3,500		now in Computer Systems
10-400-480-62550	Communication Charge	1,000		now in Communications
10-400-480-62750	Non-Capital Equipment	3,600	58	3,000
10-400-480-65100	Building Repairs and Maintenance			Building Maintenance
10-400-480-65500	Electrical			Building Maintenance
10-400-480-65520	Heating			Building Maintenance
10-400-480-65550	Insurance	9,000		Now in Administration
10-400-480-65560	Janitorial Supplies	200		Building Maintenance
10-400-480-65590	Telephone and Fax	2,500	-	
10-400-480-70000	Contracted Services	70,000	52,029	45,000
10-400-480-70100	Waste Diversion CKS	100,000	100,000	100,000
10-400-480-70200	Waste Diversion Planning & Implementation	25,000		
10-400-480-71000	Supplies	1,500	6,100	1,500
10-400-480-71020	Supplies - Safety	4,000	899	5,000
10-400-480-72400	Sampling/Testing	30,000	62,299	40,000
10-400-480-78000	Equipment Rental	-		
10-400-480-78100	Vehicle Fuel (including garbage truck)	10,000	145	10,000
10-400-480-78110	Vehicle Repairs and Maintenance	8,000	5,038	8,000
10-400-480-78115	Water Delivery/Septic	1,200	225	1,000
10-400-480-78500	Heavy Equipment Fuel	3,500	2,389	3,500
10-400-480-78510	Heavy Equipment Repairs and Maintenance	10,000	16,733	15,000
10-400-495-70200	Waste Collection	180,000	261,340	-
	<b>TOTAL WASTE MANAGEMENT:</b>	<b>775,591</b>	<b>646,435</b>	<b>553,322</b>
	<b>BUILDING MAINTENANCE</b>			
10-400-495-60010	Wages - PW Other	225,165	196,000	231,969
10-400-495-60015	Benefits - PW Other	47,200	20,219	47,200
<b>ADMIN BLDG</b>				
10-100-150-65100	Building Repairs and Maintenance	40,000	6,668	40,000
10-100-150-65500	Electrical	11,000	13,605	15,000
10-100-150-65520	Heating	20,300	16,304	18,000
10-100-150-65560	Janitorial - City Hall	3,077	4,657	-
<b>CABLE</b>				
10-200-200-65560	Janitorial - City Hall	450		
<b>PROTECTIVE SVS</b>				
10-300-310-65100	Building Repairs and Maintenance	4,000	596	4,000
10-300-310-65500	Electrical	5,430	6,105	5,500
10-300-310-65520	Heating	9,309	6,988	7,500
10-300-310-65560	Janitorial - Fire Hall	1,034	152	-
<b>PUBLIC WORKS</b>				
10-400-410-65100	Building Repairs and Maintenance	8,200	5,087	8,000
10-400-410-65500	Electrical	5,500	7,289	6,500
10-400-410-65520	Heating	15,000	16,659	18,000
10-400-410-65560	Janitorial - ALL DEPTS	760	1,020	41,000
<b>WTP</b>				
10-400-455-65100	Repairs and Maintenance	15,000	42,234	75,000
10-400-455-65500	Electrical	100,000	163,633	175,000
10-400-455-65520	Heating	250,000	250,768	200,000
<b>SEWER SERVICES</b>	Electrical	22,000	28,875	30,000
10-400-480-65100				
<b>WASTE MGMT</b>				
10-400-480-65100	Building Repairs and Maintenance	2,000		12,000
10-400-480-65500	Electrical	-		6,000
10-400-480-65520	Heating	2,000	3,865	4,000
<b>AMFRC</b>				
10-700-720-65100	Building R & M - AMFRC	100,000	74,020	75,000

**Budget 2021  
First Reading**

	<b>PUBLIC WORKS</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
10-700-720-65500	Electrical - AMFRC	90,000	116,856	120,000
10-700-720-65515	Propane - AMFRC	1,000	1,606	1,000
10-700-720-65520	Heating - AMFRC	135,000	107,213	130,000
10-700-720-65560	Janitorial - AMFRC	12,000	9,104	-
<b>WATERFRONT</b>				
10-700-740-65100	Building R & M	40,000	14,500	15,000
10-700-740-65500	Electrical	6,000	4,775	6,000
10-700-740-65520	Heating	5,000	4,052	5,000
10-700-740-65560	Janitorial	15,000	7,555	-
<b>POOL</b>				
10-700-760-65100	Building Repairs and Maintenance	50,000	5,048	45,000
10-700-760-65500	Electrical	15,000	3,444	17,000
10-700-760-65520	Heating	34,000	1,253	34,000
<b>GREENSPACE</b>				
10-700-770-65100	Repairs & Maintenance - Minto	2,500	10,906	3,000
10-700-770-65105	Repairs & Maintenance - Other	7,000	1,474	5,000
10-700-770-65500	Electric - Minto	4,000	7,131	8,000
10-700-770-65520	Electric - Other	3,200	3,083	3,000
10-700-770-65560	Greenspace Janitorial	6,000	2,331	
	<b>TOTAL Building Maintenance:</b>	<b>1,313,125</b>	<b>1,165,075</b>	<b>1,411,669</b>
	<b>TOTAL PUBLIC WORKS REVENUE</b>	<b>2,030,480</b>	<b>2,054,495</b>	<b>1,963,175</b>
	<b>TOTAL PUBLIC WORKS EXPENDITURES</b>	<b>4,322,838</b>	<b>2,859,539</b>	<b>4,333,459</b>
	<b>NET PUBLIC WORKS EXPENDITURES</b>	<b>(2,292,358)</b>	<b>(805,045)</b>	<b>(2,370,284)</b>



**Budget 2021  
First Reading**

	<b>RECREATION:</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
	<b>REVENUE - RECREATION COMMON</b>			
10-700-750-47050	Lotteries - Yukon	43,051	43,051	43,051
10-700-750-47805	Equipment Rental	3,000	(160)	1,500
10-700-750-47890	Miscellaneous Revenue		3,280	5,000
	<b>TOTAL REVENUES-RECREATION COMMON</b>	<b>46,051</b>	<b>46,171</b>	<b>49,551</b>
	<b>EXPENDITURES - COMMON SERVICES:</b>			
10-700-750-60010	Wages - Recreation	140,914	179,082	231,856
10-700-750-60015	Benefits - Recreation	28,723	20,115	29,626
10-700-750-60510	Professional Fees		8,032	20,000
10-700-750-60650	Training	5,000	2,343	5,000
10-700-750-60660	Travel - Accomodation and Meals	5,000		3,000
10-700-750-60665	Travel - Transportation	4,000		2,000
10-700-750-61110	Advertising	1,000	186	see Communications
10-700-750-62100	Postage	500		Now in Administration
10-700-750-62110	Freight	200	31	200
10-700-750-62500	Computer Network Charge	12,000	5,811	now in Computer Systems
10-700-750-62700	Supplies - Office	6,000	2,578	Now in Administration
10-700-750-62750	Non Capital Equipment/Office Furniture	6,000	3,073	8,000
10-700-750-62770	Photocopier Expense (lease)	1,000	465	2,148
10-700-750-65550	Insurance	60,000		Now in Administration
10-700-750-65590	Telephone and Fax	15,000	5,436	5,400
10-700-750-67000	Bank Service Charges/Debit Machine Exp.	2,500		2,500
10-700-750-70000	Contracted Services	20,000	4,236	20,000
10-700-750-71025	Supplies - Safety	4,000	14,396	10,000
10-700-750-75000	Lottery Grants	43,051	15,380	43,051
10-700-750-78100	Vehicle Fuel	3,000	9,761	10,000
10-700-750-78110	Vehicle Repairs and Maintenance	3,000	5,499	5,000
10-700-750-89000	Contribution to Capital Reserves	-		
10-700-750-89500	Contribution to Equipment Replacement Reserves	-		
	<b>TOTAL REC. COMMON/CENTER EXPENSES:</b>	<b>360,888</b>	<b>276,424</b>	<b>397,781</b>
	<b>REVENUE - PROGRAMS AND EVENTS</b>			
10-700-710-47000	YLAP Grant/Youth Summer Activity Grant	12,500	10,400	12,500
10-700-710-47500	Programs - Under 14 yrs of age	20,000		15,000
10-700-710-47505	Programs - 15 yrs +	6,000		10,000
10-700-710-47600	Canada Day Grant	2,400		2,500
	<b>TOTAL REVENUES - PROGRAMS AND EVENTS</b>	<b>40,900</b>	<b>10,400</b>	<b>40,000</b>
	<b>EXPENDITURES - PROGRAMS AND EVENTS</b>			
10-700-710-60010	Wages - Programs and Events	175,985	160,900	181,558
10-700-710-60015	Benefits - Programs and Events	36,907	17,613	36,956
10-700-710-60055	WCB - Instructors	500		500
10-700-710-60610	Membership/Conference Fees	200	50	200
10-700-710-60650	Training	1,000	574	1,000
10-700-710-60660	Travel - Accomodation & Transportation	2,000		2,000
10-700-710-62110	Freight	500	32	500
10-700-710-62750	Non Capital Equipment	2,000		8,000
10-700-710-70000	Contracted Services - Instructors	22,000	11,753	25,000
10-700-710-71000	Supplies Programming	12,000	6,314	12,000
10-700-710-71050	Supplies - YLAP	12,500	1,600	12,500
10-700-710-71330	Rental Space	250	5,000	10,000
10-700-710-76500	Canada Day	4,600	328	2,500
10-700-710-76505	Discovery Day	3,000	1,142	2,500
10-700-710-76508	Celebration of Lights	7,500	1,904	7,500
	<b>TOTAL PROGRAMS &amp; EVENTS EXPENSES:</b>	<b>280,942</b>	<b>207,211</b>	<b>302,714</b>



**Budget 2021  
First Reading**

	<b>RECREATION:</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
	<b>REVENUE - AMFRC</b>			
10-700-720-47400	Public Skating	3,000		4,500
10-700-720-47405	Ice Fees	40,000	(718)	30,000
10-700-720-47700	Curling Club Lease	4,000	4,000	4,000
10-700-720-47705	Recreation Facility Rental	4,000	1,543	4,000
	<b>TOTAL REVENUES - AMFRC</b>	<b>51,000</b>	<b>4,825</b>	<b>42,500</b>
	<b>EXPENDITURES - AMFRC</b>			
10-700-720-60010	Wages - AMFRC	89,025	123,130	152,615
10-700-720-60015	Benefits - AMFRC	17,026	13,728	17,124
10-700-720-62110	Freight - AMFRC	2,000	1,333	3,000
10-700-720-65300	Equipment R & M	20,000	14,279	15,000
10-700-720-70000	Contracted Services	-	820	35,000
10-700-720-71000	Supplies Operating - AMFRC	3,000	4,940	4,500
10-700-720-78500	Equip Fuel - AMFRC	2,000	2,574	2,500
	<b>TOTAL AMFRC EXPENSES:</b>	<b>133,051</b>	<b>160,805</b>	<b>229,739</b>
	<b>REVENUE - WATERFRONT</b>			
10-700-740-47460	Fitness Passes	38,000	(476)	10,000
	<b>TOTAL REVENUES - WATERFRONT</b>	<b>38,000</b>	<b>(476)</b>	<b>10,000</b>
	<b>EXPENDITURES - WATERFRONT</b>			
10-700-740-60010	Wages - Waterfront	4,130		13,861
10-700-740-60015	Benefits - Waterfront	927		976
10-700-740-62110	Freight	250	699	500
10-700-740-65300	Equipment R & M	5,000	2,589	5,000
10-700-740-71000	Supplies Operating	2,000	1,793	2,500
	<b>TOTAL WATERFRONT EXPENSES:</b>	<b>12,307</b>	<b>5,081</b>	<b>22,837</b>
	<b>REVENUE - POOL</b>			
10-700-760-47020	Pool Training Funding	500		
10-700-760-47300	Public Swim	15,000		17,000
10-700-760-47305	Swimming Lessons 14-	10,000		10,000
10-700-760-47310	Swimming Lessons 15+	1,500		2,000
10-700-760-47350	Merchandise	200		-
10-700-760-47460	Swim Club	1,500		1,000
10-700-760-47705	Rentals	250		250
	<b>TOTAL REVENUES - POOL</b>	<b>28,950</b>	<b>-</b>	<b>30,250</b>
	<b>EXPENDITURES - POOL</b>			
10-700-760-60010	Wages - Pool	112,453	1,922	121,292
10-700-760-60015	Benefits - Pool	11,388	208	11,535
10-700-760-60610	Membership/Conference	200		200
10-700-760-60650	Training	5,000		5,000
10-700-760-60660	Travel - Accomodation and Meals	2,000		2,000
10-700-760-60665	Travel - Transportation	1,500		1,500
10-700-760-62110	Freight	1,500		1,500
10-700-760-65560	Janitorial Supplies	2,000	886	Building Maintenance
	Supplies - lesson materials			1,000
10-700-760-71000	Supplies - Operational	5,000		5,500
10-700-760-71050	Swim Club Expenditures	1,000		500
10-700-760-71100	Supplies - Lesson Material	1,000		-
10-700-760-71200	Chemicals	2,500		2,500
	<b>TOTAL POOL EXPENSES:</b>	<b>145,541</b>	<b>3,016</b>	<b>152,527</b>

**Budget 2021  
First Reading**

	<b>RECREATION:</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>
			<b>Unaudited</b>	<b>O&amp;M Draft #1</b>
	<b>REVENUE - GREEN SPACE</b>			
10-700-770-44705	Rentals - Minto	7,000		3,500
10-700-770-44710	Vendor Stalls	1,000	2,000	1,000
10-700-770-44720	Commemorative Parks Program Donations	3,000		1,000
10-700-770-47010	Growing Forward Grant	2,500		
10-700-770-47715	Rentals - Parks & Greenspaces	10,000	(2,529)	2,500
10-700-770-47890	Miscellaneous Revenue			10,000
	<b>TOTAL REVENUES - GREEN SPACE</b>	<b>23,500</b>	<b>(529)</b>	<b>18,000</b>
	<b>EXPENDITURES - GREEN SPACE</b>			
10-700-770-60010	Wages	106,883	55,801	122,878
10-700-770-60015	Benefits	17,952	5,675	18,001
10-700-770-60650	Training	500		1,000
10-700-770-62110	Freight	600	31	600
10-700-770-62750	Non Capital Equipment	2,000	1,042	5,000
10-700-770-65200	Commemorative Parks Program	3,000	275	1,000
10-700-770-65300	Equipment Repairs & Maintenance	1,500	219	10,000
10-700-770-70000	Contracted Services	30,000	24,414	35,000
10-700-770-70100	Parks & Greenspace Maintenance	40,000	765	30,000
10-700-770-70200	Trail Maintenance - Green Space	8,000	979	8,000
10-700-770-71320	Land Lease	500	150	500
10-700-770-71325	Golf Course - Operating Lease	50,000	49,000	50,000
10-700-770-72040	DC Minor Soccer	7,000	6,869	8,000
10-700-770-75000	Community Garden	10,000	596	15,000
10-700-770-78500	Equipment Fuel	500	93	500
	Equipment Repairs & Maintenance			
	<b>TOTAL GREEN SPACE &amp; PARK MTNCE EXPENSE</b>	<b>278,435</b>	<b>145,908</b>	<b>305,480</b>
	<b>TOTAL RECREATION REVENUES:</b>	<b>228,401</b>	<b>60,391</b>	<b>190,301</b>
	<b>TOTAL RECREATION EXPENSES:</b>	<b>1,211,164</b>	<b>798,445</b>	<b>1,411,077</b>
	<b>NET RECREATION EXPENSES</b>	<b>(982,763)</b>	<b>(738,054)</b>	<b>(1,220,776)</b>



# THE CITY OF DAWSON

## 2021 Annual Operating Budget and the Capital Expenditure Program

Bylaw No. 2021-04

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

**WHEREAS** section 239 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that council may establish by bylaw a procedure to authorize and verify expenditures that vary from an annual operating budget or capital budget; 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 **2021 Annual Operating Budget and the Capital Expenditure Program Bylaw**.

#### 2.00 Purpose

- 2.01 The purpose of this bylaw is to adopt the 2021 annual operating budget and the capital expenditure program for the years 2021 to 2023.

#### 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

## 2021 Annual Operating Budget and the Capital Expenditure Program

Bylaw No. 2021-04

### PART II – APPLICATION

#### 4.00 Budget

- 4.01 The 2021 annual operating budget, attached hereto as Appendix “A” and forming part of this bylaw, is hereby adopted.
- 4.02 The 2021 to 2023 capital expenditure program, attached hereto as Appendix “B” and forming part of this bylaw, is hereby adopted.

#### 5.00 Budgeted Expenditures

- 5.01 All expenditures provided for in the 2021 Annual Operating Budget and the 2021 to 2023 Capital Expenditure Program shall be made in accordance with the *Finance Policy* and the *Procurement Policy*.

#### 6.00 Unbudgeted Expenditures

- 6.01 No expenditure may be made that is not provided for in the 2021 Annual Operating Budget and the 2021 to 2023 Capital Expenditure Program unless such expenditure is approved as follows:
- (a) by resolution of council for expenditures which will not increase total expenditures above what was approved in the 2021 Annual Operating Budget and the 2021 to 2023 Capital Expenditure Program.
  - (b) by bylaw for expenditures which increase total expenditures above what was approved in the 2021 Annual Operating Budget and the 2021 to 2023 Capital Expenditure Program.

### PART III – FORCE AND EFFECT

#### 7.00 Severability

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



# THE CITY OF DAWSON

## 2021 Annual Operating Budget and the Capital Expenditure Program

Bylaw No. 2021-04

### 8.00 Enactment

8.01 This bylaw shall be deemed to have been in full force and effect on January 1, 2021.

### 9.00 Bylaw Readings

Readings	Date of Reading
FIRST	March 10, 2021
SECOND	
THIRD and FINAL	

Original signed by

Wayne Potoroka, Mayor

**Presiding Officer**

Cory Bellmore, CAO

**Chief Administrative Officer**



# THE CITY OF DAWSON

## *2021 Annual Operating Budget and the Capital Expenditure Program*

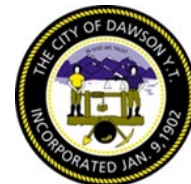
Bylaw No. 2021-04

### **PART IV – APPENDIX**

Appendix A – 2021 Annual Operating Budget

Appendix B - 2021 to 2023 Capital Expenditure Program

# Report to Council



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

☐ In Camera

AGENDA ITEM:	Covid-19 Municipal Safe Restart Funding	
PREPARED BY:	Kim McMynn, CFO	ATTACHMENTS: Covid Safe Restart Fund Plan Addendum #1 T0020838
DATE:	March 12, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

## RECOMMENDATION

That Council direct Administration to apply the \$9,377 of additional funding available under the YG agreement T00020838 Addendum #1 to Covid expenditures funded out of Unrestricted.

## ISSUE / PURPOSE

Additional funding of \$9, 377 has been received and Administration has not yet considered a plan for these additional funds. Administration requests that the additional funds cover the amount of Covid related expenditures funded out of unrestricted in 2020, that exceeds the amount provided under this agreement.

## BACKGROUND SUMMARY

During 2020 and 2021 certain expenditures were incurred by the City which related specifically to providing a response to measures and activities due to Covid 19. Expenditure totals to February 15, 2021 were provided in a Covid Safe Restart Fund Plan for approval to the Yukon Government. This plan was approved and the second payment released to the City. No plan for the additional funds has been considered by Administration.

## ANALYSIS / DISCUSSION

It has been determined that the City's response to Covid 19 has had a significant effect on generating revenues and expenditures. The preliminary analysis sent in for approval indicates that approximately \$103,566 of loss of revenue and additional expenditures were incurred that was funded out of the unrestricted surplus.

## APPROVAL

<b>NAME:</b>	Cory Bellmore, CAO	<b>SIGNATURE:</b>
<b>DATE:</b>		

☐ FINAL REPORT (Updated Plan)

	ALLOCATION of Fund	ACTUALS to Date	Est. FUTURE COSTS	EXPLANATION by Line item
				Please use this column to detail out costs reflected in line item
<b>Loss of REVENUE</b>				
1 Taxes	\$ 19,000.00	\$ 17,391.19	\$ 1,608.81	Tax lien increase
2 User Charges	\$ 5,000.00	\$ -	\$ 5,000.00	Write-offs
3 Recreation	\$ 138,477.00	\$ 127,527.00	\$ 10,950.00	Pool, Greenspace
4 Development Permits	\$ 6,000.00	\$ 4,698.00	\$ 1,302.00	Subdivision permits
			\$ -	
<b>TOTAL Revenue</b>	<b>\$ 168,477.00</b>	<b>\$ 149,616.19</b>	<b>\$ 18,860.81</b>	
<b>EXPENDITURES</b>				
1 Personnel	\$ 274,944.63	\$ 214,540.00	\$ 60,404.63	Cleaning staff, recreation, Management implementing COVID protocol
2 Operations and Maintenance	\$ 19,168.00	\$ 14,168.00	\$ 5,000.00	Janitorial supplies, extra mailings, signage and plexiglas, fuel
3 Assets	\$ 14,125.10	\$ 11,625.10	\$ 2,500.00	Laptops for self-isolating/projector for Zoom meetings
4 Tangible Capital Assets	\$ 51,495.15	\$ 7,013.15	\$ 44,482.00	Disinfecting machine/server
5 Refunds (recreation)	\$ 4,357.00	\$ 4,357.00		Due to facility closure or event cancellations
6 Self Isolating	\$ 15,000.00	\$ 10,667.46	\$ 4,332.54	
7 Mental Health Initiatives	\$ 15,000.00		\$ 15,000.00	Human resources support and programs for staff
<b>TOTAL Expenditures</b>	<b>\$ 394,089.88</b>	<b>\$ 262,370.71</b>	<b>\$ 131,719.17</b>	
<b>A GRAND Total</b>	<b>\$ 562,566.88</b>	<b>\$ 411,986.90</b>	<b>\$ 150,579.98</b>	
<b>B SAFE RESTART FUND \$</b>	<b>\$ 459,000.00</b>			
<b>B.1 FUNDED OUT OF UNRESTRICTED</b>	<b>\$ 103,566.88</b>			City of Dawson contribution
<b>C BALANCE (MUST EQUAL ZERO)</b>	<b>\$ -</b>			

\* Zero balance assumes allocation provided on Minister Streicker's  
December 3, 2020 is approved by municipalitesFeb 15, 2021  
Date(dd/mm/yy)KIM McMYRN CFO  
Title & Name (Recipient/Officer)

Signature of Recipient or Officer



# **Addendum #1**

## **T00020838**

### **WHEREAS:**

- A. City of Dawson and Government of Yukon have entered into the COVID-19 Municipal Safe Restart Funding Agreement made on the 7th day of January, 2021, (the “Agreement”).
- B. The Parties want to amend the Agreement in accordance with the terms and conditions of the Agreement.

**NOW THEREFORE** in consideration of the mutual promises contained in this Agreement, the Parties agree as follows:

### **1.0 Additional Financial Assistance**

- 1.1 Government of Yukon agrees to provide City of Dawson on execution of this Addendum with additional financial assistance in an amount not to exceed \$9,377 for the purpose of the project.
- 1.2 For greater certainty, the Parties acknowledge that the amount in 1.1 herein is in addition to the previously allocated project financial assistance amount of \$459,000.00 and is being provided to allocate additional funding to municipalities.

### **2.0 Changes to Terms of Payment**

- 2.1 As a result of additional funds allocated, the current Schedule C Terms of Payment is hereby replaced with the revised version attached to and referenced as Schedule C Terms of Payment - Addendum #1.

All other terms and conditions of the Agreement remain the same.

**IN WITNESS WHEREOF** the Parties have executed this Addendum by their duly authorized representatives on the dates noted below.

### **GOVERNMENT OF YUKON**

\_\_\_\_\_  
Andrea Buckley  
Assistant Deputy Minister, Community Development  
Department of Community Services

Date: \_\_\_\_\_

### **City of Dawson**

\_\_\_\_\_  
Cory Bellmore  
Chief Administrative Officer  
City of Dawson

\_\_\_\_\_  
Signature of Authorized Representative

Date: \_\_\_\_\_

**SCHEDULE C**  
**TERMS OF PAYMENT**

**Addendum #1**

**C1.0 FUNDS**

C1.1 Limits: YG shall provide the Recipient with Funds for the Funding Purpose to a maximum of \$468,377.00.

C1.2 All dates and dollar amounts contained in the following table (C1.3) are provisional (based upon work plans, schedules and budgets), and may be altered, adjusted or deleted at the sole discretion of YG.

C1.3 YG shall pay to the Recipient the Funds as follows:

Deliverable(s) (includes: Milestones and/or other Triggering Events )	Date Proposed		
	Percentage of Total	Payment or Event	Payment
ADVANCE	50%	Jan/15/2021	\$229,500.00
INTERIM - Upon submission of COVID Safe Restart Plan*	40%	Feb/26/2021	\$183,600.00
FINAL - Upon submission of final report**	10%	Mar/31/2021	\$55,277.00
<b>Maximum Total Payable (as per page 1 of this Agreement)</b> (if amount stated is, or, totals to an amount greater than page 1 of the agreement, then the total on page 1 prevails)			

C1.4 As detailed in Section A1.1:

\* - The COVID Safe Restart Plan will include a financial report detailing eligible expenses incurred to-date, approximate estimates of future costs and description of the intent for financial assistance received.

\*\* - Final report will include updated financial report detailing eligible expenses incurred to-date, approximate estimates of future costs and description of the intent for financial assistance received.

NOTE: If full amount of financial assistance has been expended by Recipient upon submission of COVID Safe Restart Plan and is documented in financial report, FINAL payment amount may be released by YG in tandem with INTERIM payment.

Payment will only be made if the required deliverables have been received and deemed appropriate and acceptable by YG.

**Finance Use Only - Pre-approval - (Optional for Departments)**

This agreement meets the financial requirements of the Government of Yukon.

Financial Coding:

Review and Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Title: Director, Finance & Client Services

**PRINT FORM**

**CLEAR FORM**