



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	July 30, 2018
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Betty Irwin – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Robert Fendrick Councillor Samson Hartland
<b>Absent</b>	Councillor Roslyn Woodcock
<b>Staff Present</b>	Linda Rapp, City Manager Lindsay Schneider, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Patrick Ross, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk

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Your Worship, there is no report from the Development Services Committee



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	July 30, 2018
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Samson Hartland – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Betty Irwin
<b>Absent</b>	Councillor Roslyn Woodcock
<b>Staff Present</b>	Linda Rapp, City Manager Lindsay Schneider, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Patrick Ross, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk Teresa Acheson, Acting Manager of Recreation and Facility Services Victor Hopkins-Lecheminant, IT Security Specialist

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Your Worship, the Corporate Services Committee respectfully submits the following report:

### **1. Budget Amendment – Curling Club Electrical Upgrades**

The Whitehorse Curling Club has secured funding for 90% of the total cost to complete electrical upgrades to the ice plant at the Mount McIntyre Recreation Centre. The project will upgrade the main electrical service and distribution equipment and install a separate water meter for the ice plant.

A 10% contribution from the City is required in order for the project to proceed. Administration reviewed existing capital budgets and determined there is room to fund the requirement from within the City’s existing approved capital budget. The funds required can be re-allocated from the Sanitary Turf Cleaner project which has been placed temporarily on hold while less expensive options are explored.

**The recommendation of the Corporate Services Committee is**

THAT the 2018 to 2021 capital expenditure program be amended by approving the creation of a new capital project for Curling Club Electrical Upgrades in the amount of \$8,016.00, funded by reducing project 750c00218, the Sanitary Turf Cleaner project.

**2. Contract Award – Data Centre Firewall**

A firewall is a critical component of information technology infrastructure that inspects data packets and filters malicious or unwanted network traffic. Data centre firewalls further delineate the zone for critical infrastructure such as servers, enterprise storage, and database against the zone for non-critical components such as employee work stations, kiosks, smartphones, etc. In a time when constant cyber-attacks occur, these technologies give the City additional protection from hackers, spammers, unauthorized network access and other malware.

One submission was received in response to the tender issued. The bid meets all specifications and is within budget.

**The recommendation of the Corporate Services Committee is**

THAT Administration be authorized to award the contract for the supply, implementation and support of Checkpoint data centre firewall to iON United Inc. in the amount of \$84,900.00 plus GST for one-time supply and implementation costs and \$283,500.00 plus GST for annual support, maintenance, and license subscription costs covering the following five-year period.

**3. Contract Award – Reverse Proxy and Application Protection**

Reverse proxy is a technology that protects the City's internal servers and information technology network by masking their location information and other sensitive data and making these undetectable externally. The current version is nearing the end of its support program and is in need of capacity and feature upgrades.

Two bids were received in response to the tender issued. The review committee agreed that the low bidder is familiar with the scope of the work and has the knowledge and skills to complete the work successfully. The bid meets all specifications and is within budget.

**The recommendation of the Corporate Services Committee is**

THAT Administration be authorized to award the contract for the supply, implementation, and support of F5 Reverse Proxy Servers to iON United Inc. in the amount of \$73,700.00 plus GST for one-time supply and implementation costs and \$58,000.00 plus GST for annual support and maintenance costs covering the following five-year period.

**4. Quarterly Progress Reports**

Progress reports for May through July 2018 were received from the City Manager and the Corporate Services, Community and Recreation Services, Development Services and Infrastructure and Operations Divisions.

**The recommendation of the Corporate Services Committee is**

THAT the quarterly progress reports for May, June and July 2018 be accepted as presented, and

THAT Administration be authorized to update the strategic priorities charts accordingly.



## Minutes of the meeting of the City Planning Committee

**Date** July 30, 2018

**Location** Council Chambers, City Hall

**Committee Members Present**  
Councillor Robert Fendrick – Chair  
Councillor Betty Irwin – Vice Chair  
Mayor Dan Curtis  
Councillor Dan Boyd  
Councillor Jocelyn Curteanu  
Councillor Samson Hartland

**Absent** Councillor Roslyn Woodcock

**Staff Present**  
Linda Rapp, City Manager  
Lindsay Schneider, Director of Community and Recreation Services  
Valerie Braga, Director of Corporate Services  
Patrick Ross, Acting Director of Development Services  
Peter O’Blenes, Director of Infrastructure and Operations  
Catherine Constable, Manager of Legislative Services  
Norma Felker, Assistant City Clerk  
Kinden Kosick, Acting Senior Planner

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Your Worship, the City Planning Committee respectfully submits the following report:

**1. Subdivision Approval – Whistle Bend Phase 6**

The Government of Yukon is requesting subdivision approval for phase 6 of the Whistle Bend neighbourhood. The application area includes a variety of zones that will result in 100 single family or duplex lots, 75 townhouse lots, four multi-family lots, one park lot, and one public utility lot. All of the proposed lots conform to the applicable zoning regulations of the Zoning Bylaw.

This subdivision approval is subject to Public Use Land Dedication requirements. The land dedication proposed is in the form of greenbelts that will also contribute to land dedications in future subdivisions.

Residential Development Cost Charges for the residential lots will be collected at the time of building permit application.

**The recommendation of the City Planning Committee is**

THAT the subdivision of approximately 14.5 hectares of land for the creation of new residential lots, lanes, roads and a park for the area known as Whistle Bend Phase 6, be approved as shown on the proposed subdivision sketch, subject to the condition that the Government of Yukon enter into a Development Agreement with the City of Whitehorse for the construction of underground utilities, roads and lanes to service the proposed subdivision area and other areas of the Whistle Bend Subdivision.

**2. Zoning Amendment – 1181 and 1191 Front Street**

The owner of 1181 and 1191 Front Street has applied to amend the zoning of these properties to increase the maximum allowable building height to 20 metres. The increase to the building height is being requested in order to make future development on these two properties financially feasible and to help address parking issues.

The proponent plans to construct a number of new buildings on these parcels including a hotel development and mixed-use residential/commercial buildings. Increased building heights are also being requested to accommodate underground or at-grade parking.

The proposed uses comply with the Official Community Plan and the current zoning of the two properties. The current zoning also includes a number of regulations and design guidelines to encourage the development of a unique and thriving mixed-use area.

**The recommendation of the City Planning Committee is**

THAT Bylaw 2018-50, a bylaw to amend the zoning of 1181 and 1191 Front Street to increase the maximum building height to 20 metres, be brought forward for consideration under the bylaw process.

**3. Zoning Amendment – Mount Sima Industrial Area**

An application has been received to amend the zoning of a 1.5 hectare parcel of vacant Commissioner's land on Mount Sima Road. The land is owned by the Government of Yukon and the proponent has applied for a long term lease for the purpose of operating a solar farm. The location offers nearby access to the electrical grid for the sale of power to the public utility, and has the adequate southern exposure necessary to enhance solar production throughout the year.

The application is to change the zoning from Future Planning to Public Utilities. If the application is approved, the principal use will be comprised of a 50-kilowatt array of solar panels. Supplementary structures such as a caretaker residence and storage sheds will also be constructed on the parcel. The subject area is designated Industrial in the Official Community Plan and utilities are considered appropriate within this designation. A driveway access from Mount Sima Road and some land clearing will also need to occur to enable the solar farm development.

**The recommendation of the City Planning Committee is**

THAT Bylaw 2018-48, a bylaw to amend the zoning of a 1.5 hectare parcel of vacant Commissioner's Land located in the Mount Sima Industrial Subdivision to allow for the development of a solar farm, be brought forward for consideration under the bylaw process.

**4. Zoning Amendment – 7 Bennett Road Lot Expansion**

The owner of the property located at 7 Bennet Road in the Kulan Industrial Area has applied to rezone a parcel of vacant Commissioner's land adjacent to the property to allow for a lot expansion. A review under the Yukon Environmental and Socio-economic Assessment Act was required for this lot expansion request. The recommendation of the Decision Document is for the project to proceed subject to terms and conditions relating to themes that include erosion control, management of invasive species, fuel spill contingency, setback from a riparian feature, protection of bird habitat, presence of a mining claim, and notice of work on the parcel to neighbouring property owners

If the zoning amendment is approved, the property owner plans to purchase the parcel from the Government of Yukon and consolidate it with the existing property.

**The recommendation of the City Planning Committee is**

THAT Bylaw 2018-49, a bylaw to amend the zoning of a parcel of vacant Commissioner's land to allow for a lot expansion at 7 Bennett Road in the Kulan Industrial Area, be brought forward for consideration under the bylaw process.

**5. Public Hearing Report – Zoning Amendment – Whistle Bend Phase 6**

As the Whistle Bend neighbourhood is built out, design changes are being made to reflect engineering requirements and better planning solutions. The zoning proposed for Phase 6 includes a mix of residential uses, a park, and public green space.

A broad mix of housing allows residents to "age in place" and has the socio-economic benefit of mixing a range of income levels and demographics within a neighbourhood. Phase 6 is located within walking distance of the Whistle Bend core and includes high density residential lots that support the viability of both commercial opportunities and transit service. The design also includes two "green streets" in which single family houses face onto a landscaped green corridor with a walking path instead of a typical residential street. Parking is available from expanded laneways.

No one appeared to speak to the public hearing. No written submissions were received and no issues were raised with respect to the proposed zoning.

**The recommendation of the City Planning Committee is**

THAT Bylaw 2017-38, a bylaw to amend the zoning for Phase 6 of Whistle Bend, be brought forward for second and third reading under the bylaw process.

**6. Public Hearing Report – Zoning Amendment – Motorways Fire Station**

A zoning amendment is required in order to relocate the Downtown Fire Station to the Motorways Area. The proposed zoning will allow emergency and protective services as the principal uses and will also allow for the eventual expansion of an existing ATCO Electric power substation. The proposed amendment also provides for a minor relaxation of the interior side yard setback to reflect the placement of the existing building relative to the lot line.

No one appeared to speak at the public hearing. One written submission did not oppose the bylaw but raised a number of concerns including the impact of building height and lighting design on adjacent properties, the noise impact of sirens on nearby residents, and potential loss of access through the existing lane.

The preliminary design for the fire station shows that the building height will be the same as the existing Motorways garage. ATCO's new infrastructure is expected to be similar in size and noise level to the current facility. All lighting will be designed to have low impact on adjacent properties. The benefit of having emergency services nearby generally outweighs any negative impact of additional noise from sirens. Administration is reviewing options to maintain lane access to the adjacent lots. The final design for the fire station, lot layout, and access will be determined through the subdivision process.

The current zoning bylaw calls for a three-metre buffer between public/institutional zones and residential/commercial zones. Due to the placement of the building already on site, Administration is recommending that Bylaw 2018-41 be amended at second reading to remove the buffer requirement for this development.

**The recommendation of the City Planning Committee is**

THAT Bylaw 2018-41, a bylaw to amend the zoning of portions of a parcel of City-owned land in the Motorways area to allow for the development of a fire station and the expansion of an existing electrical substation, be brought forward for second and third reading under the bylaw process, and

THAT Bylaw 2018-41 be amended at second reading to include the additional special modification that a 3.0 m vegetative buffer is not required.

**7. Development at 14<sup>th</sup> and Centennial – For Information Only**

Administration provided an update on a development on privately-owned land at the intersection of 14<sup>th</sup> Avenue and Centennial Street in Porter Creek. The development is being monitored to ensure the protection of the riparian area of the adjacent creek.





## Minutes of the meeting of the City Operations Committee

<b>Date</b>	July 30, 2018
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Councillor Samson Hartland – Vice-Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Betty Irwin
<b>Absent</b>	Councillor Roslyn Woodcock
<b>Staff Present</b>	Linda Rapp, City Manager Lindsay Schneider, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Patrick Ross, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk Richard Graham, Manager of Operations

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Your Worship, the City Operations Committee respectfully submits the following report:

**1. Contract Award – Wheel Loader Mounted Snow Blower**

The 2018 capital budget includes funds for a large snow blower that can be mounted on existing wheel loaders. Three bids were received in response to the tender issued, but one bid was found to be non-compliant and was therefore rejected.

The low bidder meets all tender specifications and is within budget.

**The recommendation of the City Operations Committee is**

THAT Administration be authorized to award the contract for the supply of one Wheel Loader Mounted Snow Blower to Industrial Machine Inc. for a net cost to the City of \$142,125.00 plus GST.

**2. Contract Award – Hart Crescent Recirculation Station Upgrades**

The 2018 capital budget includes funding for the upgrade of the Hart Crescent Recirculation Station. The project will replace the piping and recirculation pump inside the station and relocate the existing control kiosk.

Three bids were received in response to the tender issued. One bid was rejected due to non-compliance. The low bidder has the knowledge, skills and experience to complete the work successfully. The bid meets all tender specifications, and the prices submitted are reasonable and within budget.

**The recommendation of the City Operations Committee is**

THAT Administration be authorized to award the contract for the Hart Crescent Recirculation Station Upgrade project to Arcrite Northern Ltd. for a net cost to the City of \$139,777.77 plus GST.

**3. Contract Award – Porter Creek Force Main Repair**

One bid was received in response to a tender issued for the repair of twin waste water force mains that are part of the Porter Creek flush system. Repair of the breached pipe is critically important due to the lack of options for stopping wastewater flow in the event of a pipe failure. If the duty pipe fails without redundancy in place, an uncontrolled discharge of wastewater directly into the Yukon River could occur.

The sole bidder has the knowledge, skills and experience to complete the work successfully. The bid meets all tender specifications, and there are sufficient funds in the 2018 capital budget to complete the project.

**The recommendation of the City Operations Committee is**

THAT Administration be authorized to award the contract for the Porter Creek Force Main Repair project to Castle Rock Enterprises for a net cost to the City of \$476,145.00 plus GST.

**4. Contract Award – Environmental Control Facility Desludging**

Removal of sludge sediment from the primary cells in the Livingstone Trail Environmental Control Facility is required to ensure the long term performance of the primary cells and avoid solids overflow into the secondary cells. The removal of sludge also aids in the mitigation of odour production. One bid was received in response to the tender issued for this project. The bidder has the knowledge, skills and experience to complete the work successful, and there are sufficient funds in the 2018 capital budget to complete the project.

**The recommendation of the City Operations Committee is**

THAT Administration be authorized to award the contract for the Livingstone Trail Environmental Control Facility Desludging project to Lambourne Environmental Ltd. for a net cost to the City of \$471,916.00 plus GST.

**5. Budget Amendment – Landfill Excavation Phase 2 West**

In May of this year Council awarded a contract for a project to complete excavation of earth from the Phase 2 West area of the landfill for the rehabilitation and construction of new roads and the stockpiling of cover material. However, at the time of the contract award the budget was not amended.

During the initial geotechnical survey, it was determined that the amount of earthworks required to move material was greater than originally scoped. Favourably, this increases the available capacity for Phase 2 as well as increasing the stockpile of cover material required for daily operations.

The required budget amendment is an additional \$300,000 which will be funded from an approved Federal Gas Tax transfer payment.

**The recommendation of the City Operations Committee is**

THAT the 2018 to 2021 capital expenditure program be amended by increasing the 2018 project 650c00817, Landfill Excavation Phase 2 West, in the amount of \$300,000.00, funded by Federal Gas Tax.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	July 30, 2018
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Robert Fendrick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Samson Hartland Councillor Betty Irwin
<b>Absent</b>	Councillor Roslyn Woodcock
<b>Staff Present</b>	Linda Rapp, City Manager Lindsay Schneider, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Patrick Ross, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk

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Your Worship, there is no report from the Community Services Committee



**Minutes of the meeting of the  
Public Health and Safety Committee**

<b>Date</b>	July 30, 2018
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Samson Hartland Councillor Betty Irwin
<b>Absent</b>	Councillor Roslyn Woodcock
<b>Staff Present</b>	Linda Rapp, City Manager Lindsay Schneider, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Patrick Ross, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk

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Your Worship, there is no report from the Public Health and Safety Committee.

There being no further business, the meeting adjourned at 7:07 p.m.

**Adopted** at the regular council meeting on August 6, 2018

*ORIGINAL MINUTES SIGNED BY:*

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk