



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	October 1, 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 Samson Hartland Councillor Roslyn Woodcock
<b>Absent</b>	Councillor Robert Fendrick
<b>Staff Present</b>	Linda Rapp, City Manager Doug Spencer, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Acting Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

### **1. Grant Request – Yukoner Appreciation Day**

For several years the downtown business community has held an annual Yukoner Appreciation Day to launch the holiday shopping season. The day is an important component of the Buy Local campaign promoted by the Whitehorse Chamber of Commerce.

The Chamber has requested the City’s support for this year’s event on Friday, November 3<sup>rd</sup> by authorizing street closures, allowing food vendors on Third Avenue, providing free parking on Main Street, and installing the winter lights on Main Street in time for the event.

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

THAT a grant not to exceed \$4,700.00 be approved to support Yukoner Appreciation Day, funded by the City's Economic Development budget; and

THAT the non-enforcement of expired parking meter violations be approved on Main Street from 9:00 a.m. to 9:00 p.m. on Friday, November 3<sup>rd</sup> for Yukoner Appreciation Day.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	October 1, 2018
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Samson Hartland – Chair Councillor Roslyn Woodcock – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Betty Irwin
<b>Absent</b>	Councillor Robert Fendrick
<b>Staff Present</b>	Linda Rapp, City Manager Doug Spencer, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Acting Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

**1. Waiver of Procurement Process – 150 Keish Street Infrastructure Project**

The property at 150 Keish Street was intentionally sold to a developer without water and sewer services being installed to the property line. This was done because the lots are very large and there was a risk that Second Avenue could be dug up twice if a proposed building design did not align with the service installations. The lot was appraised and sold as though the services were installed since the City intended to provide the service extensions within the City right-of-way.

In this unique situation an agreement was reached to allow the developer’s contractor to do the work both on site and on the City side to avoid having two crews working in the same small space. The work included tie-in to City water and sewer mains and the replacement of asphalt, curb and gutter on Second Avenue.

The quote received for the work from the developer's contractor aligned with the internal estimate. The City has now received an invoice for the work that cannot be processed without receiving Council approval for the waiver of the procurement process.

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

THAT the procurement process be waived for the infrastructure work done to provide water and sewer service connections at 150 Keish Street.



## Minutes of the meeting of the City Planning Committee

**Date** October 1, 2018

**Location** Council Chambers, City Hall

**Committee Members Present**  
Councillor Betty Irwin – Chair  
Mayor Dan Curtis  
Councillor Dan Boyd  
Councillor Jocelyn Curteanu  
Councillor Samson Hartland  
Councillor Roslyn Woodcock

**Absent** Councillor Robert Fendrick

**Staff Present**  
Linda Rapp, City Manager  
Doug Spencer, Acting Director of Community and Recreation Services  
Valerie Braga, Director of Corporate Services  
Mike Gau, Director of Development Services  
Peter O'Blenes, Director of Infrastructure and Operations  
Catherine Constable, Manager of Legislative Services  
Myles Dolphin, Acting Manager of Strategic Communications  
Norma Felker, Assistant City Clerk  
Mélodie Simard, Manager of Planning and Sustainability Services

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

### **1. Development Incentives Policy Update**

The Development Incentive Policy was put in place to aid the development of supportive and rental housing units. Two development projects intended to provide rental housing units are being impacted by the current terms of the policy.

Administration is proposing an amendment to the Development Incentives Policy that will allow developers to subdivide rental and supportive housing units from a non-residential component of a building through a condominium subdivision process. Developers would still be required to maintain the rental or supportive housing units for a minimum length of ten years.

Allowing a developer to subdivide and sell commercial components of a building will help to finance the rental or supportive housing portion of a project.

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

THAT the proposed amendments to the Development Incentive Policy be adopted as presented.

**2. City Grant-making Policy Issues**

The City Grant-making Policy was adopted in November 2014 to provide a framework for all City grants. The policy includes a \$50,000 per year grant cap per organization.

Several approved development incentive applications, as well as a future project intended to provide sub-market rental housing units, are currently affected as a result of the City Grant-Making Policy. Administration has reviewed this issue and is proposing a solution that will allow these projects to proceed.

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

THAT an exemption to the City Grant-making Policy's \$50,000 grant cap be approved for all approved major development incentives, and for all major development incentive applications for which development permit applications were submitted as of October 1<sup>st</sup>, 2018.



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	October 1, 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 Betty Irwin Councillor Roslyn Woodcock
<b>Absent</b>	Councillor Robert Fendrick
<b>Staff Present</b>	Linda Rapp, City Manager Doug Spencer, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Acting Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

**1. Contract Award and Sole-source Request – Transit Bus Rebuilds**

Maintenance of the transit fleet includes provisions for the mid-life rebuild of each unit to extend consistent fleet operation through to replacement of the unit. The 2018 capital budget includes funds for the mid-life rebuild of two buses. A sole-source contract is being recommended to the original equipment manufacturer to ensure original parts and services.

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

THAT Administration be authorized to waive the public bidding process for the supply of mid-life rebuilds for two transit buses; and

THAT Administration be authorized to award the contract for the mid-life rebuild of two transit buses to Prevost (Richmond) for a net cost to the City not to exceed \$280,000 plus GST.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	October 1, 2018
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Samson Hartland Councillor Betty Irwin Councillor Roslyn Woodcock
<b>Absent</b>	Councillor Robert Fendrick
<b>Staff Present</b>	Linda Rapp, City Manager Doug Spencer, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Acting Manager of Strategic Communications Norma Felker, Assistant City Clerk Landon Kulych, Acting Manager of Parks and Community Development

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

### **1. Festival and Special Event Grant Fund Recommendations**

The Festival and Special Event Grant fund is governed by Council Policy. This year 15 applications were received and 12 were determined to be eligible according to the established criteria. The evaluation committee reviewed and rated the 12 eligible applications and made recommendations for financial and in-kind support. A portion of the funding available was recommended in allocations to all 12 eligible groups, including two signature events. In-kind requests were assessed by impacted departments to ensure that they can be accommodated within regular operating hours.

### **The recommendation of the Community Services Committee is**

THAT Festival and Special Event Grant allocations for 2019 be approved as recommended by the evaluation committee, subject to funding from the 2019 budget.



**Festival and Special Event Grant Allocations for 2019**

All-City Band Society		
• Music for a Winter's Eve	\$800.00	
Association Franco-Yukonnaise		
• Epluchette Corn Roast Community Event	\$1,500.00	
• In-Kind	\$1,528.05	
Chinese Canadian Association of Yukon		
• 2019 Chinese New Year Celebration	\$1,000.00	
Kwanlin Dün Cultural Society		
• National Indigenous Peoples Day	\$4,000.00	
Nakai Theatre Ensemble		
• Pivot Festival	\$2,500.00	
Queer Yukon Society		
• Yukon Pride 2019	\$3,200.00	
Royal Canadian Legion Branch 254		
• Canada Day Celebrations	\$5,000.00	
• In-Kind	\$3,104.10	
The Heart of Riverdale		
• CypherFest Streetdance Festival	\$6,000.00	
• In-Kind	\$1,722.00	
Yukon Film Society		
• Available Light Film Festival	\$5,000.00	
• In-Kind	\$1,680.00	
Yukon Literacy Coalition		
• Family Literacy Day	\$1,000.00	
• In-Kind	\$137.80	
Yukon Quest International Association Canada (Signature Event)		
• 36 <sup>th</sup> Anniversary Yukon Quest Start Week Events	\$10,000.00	
• In-Kind	\$8,960.00	
Yukon Sourdough Rendezvous Society (Signature Event)		
• Yukon Sourdough Rendezvous Festival	\$10,000.00	
• In-Kind	\$22,374.85	
	<b>Total Cash:</b>	<b>\$50,000.00</b>
	<b>Total In-kind:</b>	<b>\$39,506.70</b>



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

<b>Date</b>	October 1, 2018
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Roslyn Woodcock – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Betty Irwin
<b>Absent</b>	Councillor Robert Fendrick
<b>Staff Present</b>	Linda Rapp, City Manager Doug Spencer, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Acting Manager of Strategic Communications 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 6:22 p.m.

**Adopted** at the regular council meeting on October 9, 2018

*ORIGINAL MINUTES SIGNED BY:*

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk