



Minutes of the meeting of the Community Services Committee

Date April 29, 2019

Location Council Chambers, City Hall

Committee Members Present
Councillor Jan Stick – Chair
Councillor Jocelyn Curteanu – Vice Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Laura Cabott
Councillor Samson Hartland
Councillor Stephen Roddick

Staff Present
Linda Rapp, City Manager
Jeff O’Farrell, 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
Keri Rutherford, Program Lead Hand
Myles Dolphin, Manager of Strategic Communications

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

1. Spring Recreation Grant Allocations

In accordance with the Recreation Grant Policy, the Recreation Grant Task Force has prepared recommendations for the allocation of the 2019 Arts–Cultural Facilities Grants, Recreation Facility–Parks Grants, and Spring Recreation Grants.

The Task Force consists of citizens appointed by Council, and all applications are reviewed with due diligence. A total of 30 grant applications were received and reviewed by the Task Force. The majority of applicants are recommended for less funding than requested due to the terms and conditions specified in the Recreation Grant Policy and changes in funding parameters for lotteries funding.

The Community Lotteries Program provided \$147,176.00 for Recreation Grant purposes this year. The City continues to acknowledge Lotteries support in City advertising.

The recommendation of the Community Services Committee is

THAT the allocation of Category 1 Recreation grants in the amount of \$69,465.90, and the allocation of Category 2 Recreation Facility–Parks and Category 3 Arts–Cultural Facilities grants in the amount of \$65,952.80 be approved as recommended by the Recreation Grant Task Force, subject to any conditions as outlined on the summary sheets.

Category 1 – Recreation Grants

Boreal Adventure Running Association

- Signage and materials \$750.00

Boys and Girls Club

- Pilot annual dodgeball tournament \$3,500.00

Community Choir of Whitehorse Society

- Program assistance, professional development \$6,300.00

Fetal Alcohol Syndrome Society of Yukon

- Programming \$5,000.00

Flatwater North

- Safety boat and paddleboards \$2,128.00

Freedom Trails Therapeutic Riding

- Partial contract fees and wage expenses \$2,800.00

Gwaandak Theatre Society

- Indigenous and female play readings \$3,000.00

Heart of Riverdale

- Arts camp and youth internship \$7,000.00

Inclusion Yukon

- Summer recreation program \$2,800.00

Jazz Yukon

- Jazz in the Hall \$1,680.00

Larrikin Entertainment Ensemble

- Theatrical production \$4,200.00

Music Yukon

- Arts in the Park \$4,900.00

Nakai Theatre

- 24 hour challenge \$3,150.00

Special Olympics

- Golf program \$1,100.00

Victoria Faulkner Women's Centre

- Mom and kids recreation program \$5,110.00

Whitehorse Concerts	
• Classical music series	\$1,750.00
Yukon Conservation Society	
• Nature interpretation program	\$2,100.00
Yukon Medieval Combat Group	
• Training gear, list field, fuel	\$1,347.50
Yukon Summer Music Camp	
• Summer music camp	\$6,300.00
Yukon Theatre for Young People Society	
• Newsies, the Broadway Musical	\$4,200.00
Category 1 Total	<u>\$69,465.50</u>

Category 2 – Recreation Facilities and Parks Grants

Copper Ridge Neighbourhood Association	
• Basketball net purchase	\$5,000.00
Friends of Mount Sima Society	
• Snowmaking and chairlift	\$9,000.00
Mountainview Golf Club	
• Electrical	\$6,000.00
Special Olympics Yukon	
• Electrical	\$600.00
Whitehorse Cross-Country Ski Club	
• Operational expenses	\$11,000.00
Category 2 Total	<u>\$31,600.00</u>

Category 3 – Arts and Cultural Facility Grants

Guild Society	
• Utilities Support	\$7,950.00
Yukon Arts Centre	
• Youth arts education and transportation program	\$7,802.80
Yukon Church Heritage Society	
• Operations and maintenance	\$3,600.00
Yukon Transportation Museum Society	
• Operational expenses	\$15,000.00
Category 3 Total	<u>\$34,352.80</u>
Spring Recreation Grant Total	<u>\$135,418.70</u>

2. Sovereign's Award for Volunteering – For Information Only

A Committee member advised that Sierra Van der Meer received the Sovereign's Award for Volunteering in a ceremony that took place in Ottawa last week. The Committee congratulated Ms. Van der Meer and thanked her for her work on behalf of the mountain biking community.

3. Pine Street Extension Paved Trail – For Information Only

On behalf of Active Trails Whitehorse Association, Keith Lay requested that the Community Services Committee review the information provided by the Association with respect to the Pine Street Extension Paved Trail. Mr. Lay stated that there have been ongoing issues with signage and trail uses ever since the trail paving project was completed, and the Association has not been able to get the issues resolved through dealing with administration. He requested that council direct administration to bring forward a non-motorized designation for the trail.



Minutes of the meeting of the Public Health and Safety Committee

Date April 29, 2019

Location Council Chambers, City Hall

Committee Members Present
Councillor Jocelyn Curteanu – Chair
Councillor Stephen Roddick – Vice Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Laura Cabott
Councillor Samson Hartland
Councillor Jan Stick

Staff Present
Linda Rapp, City Manager
Jeff O'Farrell, 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, Manager of Strategic Communications

Your Worship, the Public Health and Safety Committee respectfully submits the following report:

1. Fire Smart Issues – For Information Only

Committee members noted that forest conditions in and around the City are very dry and the potential for wildfire incidents is high. In response to questions raised with respect to the maintenance of parks and green spaces, administration advised that community associations apply to the Yukon Government for fire smart programs and administration has assisted many of these associations in preparing their applications.

Administration will look at available resources and approaches for supplementing the work of community associations, and will bring the information back to Council.



Minutes of the meeting of the Development Services Committee

Date	April 29, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Laura Cabott – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Stephen Roddick Councillor Jan Stick
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, 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, Manager of Strategic Communications

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



Minutes of the meeting of the Corporate Services Committee

Date April 29, 2019

Location Council Chambers, City Hall

Committee Members Present Councillor Samson Hartland – Chair
Councillor Laura Cabott – Vice-Chair

Mayor Dan Curtis
Councillor Dan Boyd
Councillor Jocelyn Curteanu
Councillor Stephen Roddick
Councillor Jan Stick

Staff Present Linda Rapp, City Manager
Jeff O'Farrell, 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
Michael Reyes, Manager of Business and Technology Systems
Taylor Eshpeter, Manager of Engineering Services
Lindsay Schneider, Manager of Financial Services
Catherine Constable, Manager of Legislative Services
Richard Graham, Manager of Operations
Mélodie Simard, Manager of Planning and Sustainability Services
Myles Dolphin, Manager of Strategic Communications
Wayne Tuck, Senior Projects Engineer

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

1. Budget Amendment – Staff Grant from FCM

The City has received a staff grant from the Federation of Canadian Municipalities Climate Innovation Program. The grant provides a maximum of \$125,000 to February 28, 2021 to fund up to 80% of eligible staff costs for a new term staff position focused on energy management. The employee would undertake actions to reduce greenhouse gas emissions from buildings, primarily through energy use reduction. The position is intended to implement operational energy efficiencies, oversee previously-identified capital upgrades that reduce energy use, and fulfil climate change planning and monitoring tasks.

An operating budget proposal to fund the position was not approved by council as part of the 2019-2021 budget, but is being brought back for consideration as administration has identified that approved budgets can now be used to fund the additional costs to the City. This initiative is a collaborative effort between the Operations Department and the Planning and Sustainability Services Department, and supports goals identified in the Official Community Plan and the Whitehorse Sustainability Plan.

The recommendation of the Corporate Services Committee is

THAT the 2019 to 2021 operating and maintenance budget be amended by increasing the 2019 budget in the amount of \$31,100, the 2020 budget in the amount of \$62,500, and the 2021 budget in the amount of \$31,400 to reflect the Federation of Canadian Municipalities Climate Innovation Program grant for a new staff position.

2. Budget Amendment – Water Licence Renewal

The City has an 18-month water licence in place and administration is working on the application process for a 25-year renewal. The short-term license was conditionally agreed to by the Yukon Water Board when it was realized that new unanticipated conditions would be applied to a long-term license.

A number of conditions were placed on the 18-month licence, with deadlines that require immediate action to stay compliant. These conditions could not have been anticipated during the initial application process and therefore were not accounted for in the budget. The conditions include conducting hydrogeological assessments on the Livingstone Trail Environmental Control Facility and the Crestview lagoon before March 2020, and the creation of a seepage water quality monitoring plan before September 2019.

A budget amendment is required in order to carry out the work as part of the water license renewal project. There is no alternative that will allow the City to stay compliant with regulations.

The recommendation of the Corporate Services Committee is

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Water Licence Renewal project in the amount of \$150,000, funded by the Water and Sewer Reserve.

3. Budget Amendment and Contract Award – Bylaw Patrol Vehicle

In March of this year a fully marked bylaw patrol vehicle was hit by another vehicle while it was stopped in traffic. The City's insurance company has written off the vehicle and will only cover its current value. Funds received from insurance will be used to offset the cost of a new vehicle.

The Bylaw Services Department is currently operating with less than a full complement of units available for their daily operational requirements.

A capital budget amendment is required to fund a replacement vehicle. The typical procedure for vehicle purchases involves a tender process that could take as much as a year before a vehicle is delivered. As time is of the essence in replacing this vehicle, research into replacement options and timelines began immediately. An investigation of available stock at three Whitehorse dealerships found that there is one new 2019 three-quarter ton pickup truck available locally that meets specifications.

The Purchasing and Sales Policy does not make allowances to exempt this type of procurement from the public tendering process. A council resolution is required to waive the public bidding process in this case.

The recommendation of the Corporate Services Committee is

THAT the 2019 to 2022 capital budget be amended by creating a new capital project for a Replacement Bylaw Services Vehicle in the amount of \$66,000, funded by the Equipment Replacement Reserve (\$51,000) and proceeds from insurance (\$15,000); and

THAT administration be authorized to waive the public bidding process for the supply of a Replacement Bylaw Services Vehicle; and

THAT administration be authorized to award the sole source contract for the supply of one Replacement Bylaw Services Vehicle to Metro Chrysler for a net cost to the City of Whitehorse of \$53,110.00, plus GST.

4. Budget Amendment and Contract Award – Fire Hall #1 Construction

Two compliant bids were received in response to a tender issued for the construction of the new Fire Hall #1. The low number of bidders is a result of the number of construction contracts now under way and planned for the near future. The low submitted bid is approximately 14% higher than the estimate, which is representative of current market conditions.

Additional funding in the amount of \$400,000 is required to complete the entire project, with funding to come from unallocated funding in the Operations Building Project.

The recommendation of the Corporate Services Committee is

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Fire Hall #1 construction project in the amount of \$400,000, funded by decreasing the Operations Building project; and

That administration be authorized to award the contract for the Fire Hall #1 construction project to Ketza Construction for a cost to the City of \$3,199,955.28 plus GST.

5. Contract Award – Supply of Servers

The 2019 capital budget includes funds for the replenishment of the City's aging and obsolete servers installed in data centres. Two compliant submissions were received in response to a tender issued.

An internal review committee agreed that the low bidder is familiar with the scope of work and has the knowledge and experience required to complete the work successfully. The prices submitted are reasonable and within budget.

The recommendation of the Corporate Services Committee is

THAT administration be authorized to award the contract for the supply of servers for the Server Replenishment project to Klondike Business Solutions for a net cost to the City of \$101,517.40 plus GST.

6. Quarterly Progress Reports

Quarterly progress reports for January, February and March 2019 were received from the Corporate Services, Community and Recreation Services, Infrastructure and Operations and Planning and Sustainability Services divisions.

The recommendation of the Corporate Services Committee is

THAT the quarterly progress reports for January, February and March of 2019 be accepted as presented.



Minutes of the meeting of the City Planning Committee

Date April 29, 2019

Location Council Chambers, City Hall

Committee Members Present Councillor Stephen Roddick – Chair
Councillor Jan Stick – Vice Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Jocelyn Curteanu
Councillor Laura Cabott
Councillor Samson Hartland

Staff Present Linda Rapp, City Manager
Jeff O'Farrell, 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, Manager of Strategic Communications

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

1. Schwatka Lake Aviation Land Uses – For Information Only

A Committee member congratulated administration on a well-planned and conducted meeting regarding aviation land uses at Schwatka Lake, but noted that a number of issues were raised by current and potential lease holders. Operators have indicated that these issues are affecting tourism and the economy.

In response to concerns raised, administration advised that the City has been working with the Yukon Government to obtain the land transfers necessary in order to make more parcels available to operators. Efforts are currently under way to complete a multi-government land transfer that will allow for the construction of new docks as well as storage and parking spaces. However, Schwatka Lake sees many users in addition to the float planes, and both safety and environmental issues have to be considered as part of any long-term planning.

2. Short Term Rentals – For Information Only

A Committee member advised that a letter to council alleges that tenants are being evicted in order to make room for Airbnb rentals. Administration advised that issues regarding short-term rentals have been recognized and available data is being scrutinized to determine the impacts.



Minutes of the meeting of the City Operations Committee

Date	April 29, 2019
Location	Council Chambers, City Hall Councillor Dan Boyd – Chair Councillor Samson Hartland – Vice Chair
Committee Members Present	Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, 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, Manager of Strategic Communications

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

1. Electric Buses and Hybrid Vehicles – For Information Only

Yolande Vachon addressed the Committee to suggest that the City look at purchasing electric buses and hybrid vehicles. She stated that electric buses pay for themselves through cost savings, and the funds saved could be used to hire additional drivers for new routes or expanded hours. Ms. Vachon also noted that owners of hybrid vehicles in Whitehorse have experienced no issues with cold weather operation, and suggested that such vehicles would be a good option for the City's fleet.

There being no further business, the meeting adjourned at 8:16 p.m.

Adopted at the regular council meeting on May 6, 2019

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"Catherine Constable"

C. Constable, Legislative Services Manager