



Minutes of the meeting of the Community Services Committee

Date September 16, 2019

Location Council Chambers, City Hall

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

Absent Councillor Jan Stick

**Staff
Present** Valerie Braga, Acting City Manager
Jeff O'Farrell, Director of Community and Recreation Services
Lindsay Schneider, Acting 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 Community Services Committee



Minutes of the meeting of the Public Health and Safety Committee

Date	September 16, 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
Absent	Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting 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. Proposals to Address the Issues of the Shelter Area – For Information Only

Michelle Stimson advised the Committee that in addition to being a resident of the area she is also a client of the shelter. She cited some of the services offered to those seeking help and praised the dedicated people providing those services. She showed a picture of a bench located in close proximity to the shelter and explained that it has been there for a long time and has never been vandalized. She recommended that the City proceed with plans to provide amenities and beautification features for the area. She also suggested that there are many opportunities to integrate the shelter clients into the community by initiating programs such as bringing in elders and seniors to tell stories, young people to add vitality, and dogs from the animal shelter for clients to walk. Ms. Stimson also suggested that musical events similar to the Arts in the Park series would help to create a welcoming atmosphere and help turn the area into a pleasant place to live, work and play.



Minutes of the meeting of the Development Services Committee

Date	September 16, 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
Absent	Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting 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 Glenda Koh, Acting Manager of Planning and Sustainability Services

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

1. **Climate Change Action Motions** – For Information Only

In June 2019 council referred two motions to administration for review and analysis with respect to potential actions, costing, implications, barriers to implementation and the information required to prepare a carbon budget.

Implementation of either motion would require redeployment of existing resources and/or additional resources, with consequential impacts on the delivery of existing programs and services as well as activities arising from Council's identified priorities.

Terms of reference for a task force would have to be developed, identifying staff participants. Creation of a task force would add to existing management workloads and would require additional staff time or redeployment of staff resources. From time to time the task force might also require contracted expertise not currently available within staff, to properly consider specific issues.

To identify actions that accelerate the implementation of existing climate plans and strategies within the context of Council's approved priorities, the current capital budget process was followed to develop the 2020 capital budget. This included considering criteria to prioritize projects that make progress on Council priorities and towards sustainability goals as set out in the Sustainability Plan. If Council wishes to delay the 2020 capital budget schedule significantly, this work could be undertaken for 2020. Otherwise, it could be undertaken for the 2021 to 2024 capital budget. Additional staff time would be required to develop ranking criteria and for managers to address them in their submissions. Hiring a climate change specialist would cost an estimated \$115,000 per year. Updating the Whitehorse Climate Change Adaptation Plan would cost an estimated \$60,000 for a consultant contract.

Work on the 2020-2023 capital budget is underway and it is not feasible to integrate carbon budgeting into the current cycle. A framework or model approach is required to establish a carbon budget. Without an existing framework or model, it is unclear at this time whether or how carbon budgeting and accountability will be feasible at the municipal level. Development of a model for the City is outside the scope of existing staff expertise and would require outside resources.

To manage climate change risks, they must first be understood. The Whitehorse Climate Change Adaptation Plan and the Hazard Identification and Risk Analysis Report provide some information on the City's vulnerabilities. However, systematic work has not yet been commissioned on the current and future impacts of climate change on infrastructure, operations and service delivery. The necessary expertise and capacity is not currently available within the City's staff complement.

Once vulnerabilities are understood, risk management is a recognized approach to decision-making, particularly around climate change adaptation. Adaptive measures are currently identified on an ad hoc basis within departments. Mainstreaming refers to integrating adaptation measures into various aspects of City business on a sustained, ongoing basis. A focussed and informed response to climate change impacts, mainstreamed into existing City processes, will inevitably have budget implications as adaptations are proposed.

Administration responded to a number of clarifying questions from members of council.

The Climate Change Action motions will be on the agenda for the September 23, 2019 regular council meeting under New and Unfinished Business.



Minutes of the meeting of the Corporate Services Committee

Date	September 16, 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
Absent	Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Taylor Eshpeter, Manager of Engineering Services Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications

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

1. Budget Amendment – Mount McIntyre Ski Bridge

The bridge crossing Sumanik Drive at the Mount McIntyre Recreation Centre has been damaged several times in recent years by vehicles exceeding the bridge’s clearance height. Following an incident in July 2019, an inspection determined that the bridge is unsafe for pedestrian use and should be removed from service. Administration is exploring options to remove the bridge and install a temporary solution to maintain the current level of service until a permanent solution can be established.

The 2019 capital budget includes a project to repair of the bridge, funded by Gas Tax and the proceeds of an insurance claim. However, with the most recent damage, the scope of the project needs to be revised to include the removal of the bridge, design of a temporary solution and analysis/conceptual design of a permanent solution. This work does not qualify for Gas Tax and therefore would be funded entirely from reserves with the intent of recovering a portion of the costs from an insurance claim.

The recommendation of the Corporate Services Committee is

THAT the scope of the Mount McIntyre Ski Bridge Repair project be changed from repairing the bridge in place to removing the bridge and exploring options for temporary and permanent solutions; and

THAT the 2019 to 2022 capital expenditure program be amended by changing the funding source of the 2019 Mount McIntyre Ski Bridge project from Gas Tax to the capital reserve in the amount of \$128,000.



Minutes of the meeting of the City Planning Committee

Date	September 16, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Stephen Roddick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Laura Cabott Councillor Samson Hartland
Absent	Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting 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 City Planning Committee



Minutes of the meeting of the City Operations Committee

Date	September 16, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Stephen Roddick
Absent	Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Taylor Eshpeter, Manager of Engineering Services Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications

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

1. Contract Award – Consulting Services – Cook Street Reconstruction

Cook Street is identified for full reconstruction of the roadway and deep utilities. A request for proposals was initiated to secure an engineering consultant to undertake the detailed design, construction inspections, and contract administration for the project.

Two compliant proposals were received and evaluated by an internal committee in accordance with the City's Consultant Services Selection Procedures Policy.

The approved 2019 budget is limited to the engineering design of the project. However, to improve efficiency and ensure that the same consultant sees the project through to completion, the request for proposals included engineering services for the entire project. This contract will be awarded in two stages with stage one limited to design work in 2019, while stage two comprises the construction inspection services and will be awarded in 2020, subject to budget approval, external funding, and the project proceeding to construction.

The recommendation of the City Operations Committee is

THAT administration be authorized to award stage one of the contract for consulting services for the Cook Street Reconstruction project to Associated Engineering Ltd. for a net cost to the City of \$181,921.00 plus GST.

There being no further business, the meeting adjourned at 7:00 p.m.

Adopted at the regular council meeting on September 23, 2019

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk