



Minutes of the meeting of the Community Services Committee

Date	October 22, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jan Stick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland Councillor Stephen Roddick
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 Landon Kulych, Manager of Parks and Community Development Keri Rutherford, Acting Manager of Recreation and Facility Services Norma Felker, Assistant City Clerk

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

1. Festival and Special Event Grant Fund Allocations for 2020

The Festival and Special Event Grant fund is governed by Council Policy. This year 17 applications were received, of which 15 were determined to be eligible according to established criteria. The evaluation committee reviewed and rated the eligible applications and made recommendations for financial and in-kind support. Full allocation of the funding available was recommended to all 15 eligible groups, including three 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 2020 be approved as recommended by the evaluation committee, subject to funding from the 2020 budget:

Festival and Special Event Grant Recipients (SE = Signature Event)

All-City Band Society	
• Music for a Winter's Eve	\$800.00
Chinese Canadian Association of Yukon	
• 2020 Chinese New Year Celebration	\$1,500.00
Kwanlin Dun Cultural Society	
• Indigenous Peoples Day Celebration	\$4,000.00
Nakai Theatre Ensemble	
• Pivot Festival	\$2,500.00
Queer Yukon Society	
• Yukon Pride 2020	\$3,200.00
Royal Canadian Legion Branch 254	
• Canada Day Celebrations	\$5,000.00
• In-Kind	\$3,071.00
Teenage Life and Young Adults International Society	
• Yukon African Musical Festival	\$1,000.00
The Heart of Riverdale Community Centre	
• CypherFest Street Dance and Music Festival	\$6,000.00
• In-Kind	\$623.30
Yukon Anti-Poverty Coalition	
• Whitehorse Connects	\$1,000.00
Yukon Arts Centre	
• Midnight Sun Moppets Children's Festival	\$2,000.00
Yukon Film Society	
• Available Light Film Festival	\$5,000.00
• In-Kind	\$1,260.00
Yukon First Nations Culture and Tourism (SE)	
• Adaka Cultural Festival	\$5,000.00
• In-Kind	\$5,339.30
Yukon Literacy Coalition	
• Family Literacy Day	\$1,000.00
• In-Kind	\$140.40
Yukon Quest International Association Canada (SE)	
• Yukon Quest Events [Finish Line]	\$6,000.00
• In-Kind	\$6,407.00
Yukon Sourdough Rendezvous Society (SE)	
• Yukon Sourdough Rendezvous Festival	\$6,000.00
• In-Kind	\$11,782.45
Total Cash:	\$50,000.00
Total In-kind:	\$28,623.45

2. Fall Recreation Grant Allocations

Council policy governs the allocation of recreation grants. The Recreation Grant Task Force reviewed 12 eligible applications for grant funding and has recommended full allocation of all remaining grant funds for 2019.

The recommendation of the Community Services Committee is

THAT the allocation of \$38,240 for Category 1 Recreation Grants be approved as recommended by the Recreation Grant Task Force; and

THAT any unexpended recreation grants funds, as well as any refunds received prior to year-end, be authorized for re-budgeting to 2020.

<u>Fall Recreation Grant Recipients</u>	<u>Amount</u>
Arctic Edge Skating Club Test day for AWG 2020 trial event	\$3,500.00
Big Brothers, Big Sisters of Yukon Programming	\$2,000.00
Chickadees Playschool Assoc. Fieldtrips/Music Program, Art/Craft Supplies/Toys	\$2,040.00
LDAY (Learning Disabilities of the Yukon) Camp Raven	\$6,000.00
Mental Health Association of Yukon Mats	\$2,000.00
Scottish Country Dance Society Workshop	\$1,200.00
Whitehorse Curling Club Curling Programs and Operations	\$5,000.00
Whitehorse Rapids Speedskating Club Speedskate purchase for inventory	\$2,500.00
Yukon Art Society Art and Craft Programs	\$7,500.00
Yukon Film Society Maintain and improve popular recreation programs	\$4,000.00
Yukon Pickleball Assoc. Teaching Workshop	\$2,500.00
Total	\$38,240.00



Minutes of the meeting of the Public Health and Safety Committee

Date	October 22, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Stephen Roddick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland 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 Norma Felker, Assistant City Clerk

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



Minutes of the meeting of the Development Services Committee

Date	October 22, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Laura Cabott – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland Councillor Stephen Roddick 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 Mélodie Simard, Manager of Planning and Sustainability Services Norma Felker, Assistant City Clerk Greg Stone, Economic Development Coordinator

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

1. Environmental Grant Policy Amendments

The environmental grant program has been in place since 1994, and the governing policy was given a comprehensive review in 2017. Day to day use of the policy has indicated that minor revisions are required to increase clarity and reduce program administration.

The proposed revisions to the policy will provide clarity with respect to eligible funding for cost sharing, particularly with respect to capital and equipment costs. Administration also identified an efficiency benefit from transitioning from two intakes per year to one intake per year for grants over \$1,000. The benefit is a reduction in the amount of time required to process the grant applications as well as in the advertising and promotions related to providing public notice of the granting schedules. End-user accessibility is expected to improve.

A Committee member raised a concern regarding whether a spring or fall intake would be preferable for potential applicants.

The recommendation of the Development Services Committee is

THAT the amended Environmental Grant Policy be adopted as presented.

2. Grant for 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 City has supported the event in recent years by providing free parking on Main Street.

The Chamber has requested the City's support for this year's event on Friday, November 1st by providing free parking on Elliott and Steele Streets in addition to Main Street. The lost revenue from allowing free parking on all three streets would equate to a grant in excess of \$14,000. Administration is therefore recommending that free parking be provided only on Main Street.

Some concern was expressed about the lost revenue figures provided and administration explained that they are based on the standard daily rate for taking meters out of service.

The recommendation of the Development Services Committee is

THAT a grant to the Whitehorse Chamber of Commerce not exceeding \$4,700 and the non-enforcement of expired parking meter violations on Main Street from 9:00 a.m. to 9:00 p.m. on Friday, November 1, 2019 be approved to support Yukoner Appreciation Day.



Minutes of the meeting of the Corporate Services Committee

Date	October 22, 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 – Electronic Participation Councillor Stephen Roddick 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 Richard Graham, Manager of Operations Norma Felker, Assistant City Clerk

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

1. Budget Amendment and Contract Award – CGC Refrigeration System

The 2020 provisional budget includes funding for two projects to upgrade the refrigeration system at the Canada Games Centre. The refrigeration system is critical to maintaining service levels and associated revenues at the facility. The system was originally designed, manufactured and installed by Cimco Refrigeration. Under a service contract, Cimco has continued to provide regular service and maintenance work, as well as emergency service as required. No Yukon contractors are able to complete work on ammonia systems.

The work being planned for 2020 can only be completed during a four-week window in May when the ice-plant can be shut down without significant impact to facility ice schedules.

The City has received a detailed proposal from Cimco to complete the specified replacements and upgrades. The pricing submitted with the Cimco proposal is in line with work of this nature and the pricing is reasonable based on previous work.

Due to updated manufacturing timelines and the narrow window to complete this work, the 2019 capital budget needs to be amended to fully fund the work in the 2019 capital expenditure plan prior to awarding the contract. Funding for both projects has been secured through the gas tax program.

The recommendation of the Corporate Services Committee is

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Cooling Tower Replacement project in the amount of \$395,000, funded by Gas Tax; and

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Chiller Upgrades project in the amount of \$120,000, funded by Gas Tax; and

THAT Administration be authorized to waive the public bidding process for the Canada Games Centre Refrigeration System Upgrades project; and

THAT Administration be authorized to award the contract for the Canada Games Centre Refrigeration System Upgrades projects to Cimco Refrigeration, a division of Toromont Industries Ltd., for a net cost to the City of Whitehorse of \$500,045, plus GST.

2. Citizen Survey Results – For Information Only

The 2019 Citizen Survey was conducted in April and May by the Yukon Bureau of Statistics. 1,137 eligible respondents were identified and 732 completed the survey. The response rate is approximately 65%. The margin of error is 2.3% and the confidence level is 95%. The questions for this year's survey closely followed those used in 2017 with some modifications.

Citizens report feeling mostly very positive about living in Whitehorse. Regarding perspectives on City services, citizens appear to have a good understanding of the importance of City Services to them personally.

Regarding *individual* City services, citizens appear to be very satisfied, with some exceptions, for example, transit services. Citizens were also asked about their *overall* satisfaction with City programs and services, with the results indicating a strong sense of satisfaction.

77% of citizens said that the quality of city services has stayed the same or improved over the past year, and 83% of homeowners said that they receive fair, good or very good value for their taxes.

3. Art Reserve – For Information Only

A Committee member suggested that an Art Reserve needs to be established to provide funding for new art acquisitions and the ongoing maintenance of the City's art

collection. Administration confirmed that this could be explored when the reserves are brought forward for review.

3. Council Member Per Diem – For Information Only

Councillor Roddick advised that he has refunded the per diems he received from Yukon Housing as the City's representative on the Whitehorse Housing Advisory Board. He noted that there is no process to communicate these types of issues, so he is reporting it at an open meeting in the interest of transparency.



Minutes of the meeting of the City Planning Committee

Date	October 22, 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 Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland
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 Norma Felker, Assistant City Clerk

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

1. Parking Issues – For Information Only

A Committee member noted that parking spaces set aside for food vendors are normally blocked off until October 31st and asked whether the spots no longer being used by vendors have been returned to normal service. Administration confirmed that regular parking is being restored as vendors close their operations. A meeting with vendors to plan for next season will include discussions on the allocation of parking spaces.



Minutes of the meeting of the City Operations Committee

Date	October 22, 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 – Electronic Participation Councillor Stephen Roddick 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 Norma Felker, Assistant City Clerk

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

1. Contract Award – Consulting Services – Hydrogeological Study

To satisfy conditions attached to the City’s Water License, a request for proposals was issued for consulting services for a hydrogeological study at the Livingstone Trail Environmental Control Facility.

The scope of this project includes a desktop study using existing data, development of a three-dimensional groundwater model, analysis and reporting, and determining if additional investigation is required to collect more data to inform an assessment that will meet the requirements of the conditions in the Water Licence. If more investigation is required, that work may need to commence in 2020.

Five compliant proposals were received and evaluated in accordance with the Consulting Services Selection Procedures Policy. The highest scoring proposal meets all the terms of the request for proposals and the price submitted is considered reasonable.

The recommendation of the City Operations Committee is

THAT Administration be authorized to award the contract for consulting services for the Livingstone Trail Environmental Control Facility Hydrogeological Study project to Morrison Hershfield Ltd. for a net cost to the City of \$57,307 plus GST.

2. Free Store – For Information Only

A Committee member asked if there is an appetite among members of council to revisit the idea of re-opening a re-use store at the Waste Management Facility. It was suggested that the City needs to do more to promote re-use and the diversion of reusable items from the landfill.

Some Committee members cited non-profit organizations that started up re-use and recycle programs following the close of the City's facility, and noted that the scrutiny and due diligence these organizations provide means that an enormous amount of goods and materials are still being landfilled. It was also noted that community transfer stations send their overflow to the City's facility because they can't handle the volume.

It was suggested that more discussion on the issue needs to happen, but that information from administration on costs, liabilities and options would be required before Committee members could make an informed decision. It was noted that collecting this information and arranging for a meeting on the issue could not be done in time for this budget cycle.

There being no further business, the meeting adjourned at 7:52 p.m.

Adopted at the regular council meeting on October 28, 2019.

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"C. J. Constable"

Catherine J. Constable
Manager, Legislative Services