



Minutes of the meeting of the City Operations Committee

Date	January 6, 2020	2020-01
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 Catherine Constable, Manager of Legislative Services Richard Graham, Manager of Operations Myles Dolphin, Manager of Strategic Communications	

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

1. Donation of Fire Rescue Truck

The City of Whitehorse acquired a rescue vehicle in 1996 using a combination of federal, Yukon and City funding. This rescue vehicle was replaced in December 2019, and the Protective Services Branch of the Government of Yukon has expressed a desire to acquire the retired rescue unit from the City to be able to bolster its fleet of available vehicles on standby for large scale incidents or multi-day urban interface operations. City assets are disposed of via a public bidding process or as directed by Council.

The recommendation of the City Operations Committee is

THAT the donation of the retired 1996 rescue vehicle to the Government of Yukon Protective Services Branch be approved.



Minutes of the meeting of the Community Services Committee

Date	January 6, 2020	2020-01
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Laura Cabott 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 Community Services Committee



Minutes of the meeting of the Public Health and Safety Committee

Date	January 6, 2020	2020-01
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 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, there is no report from the Public Health and Safety Committee



Minutes of the meeting of the Development Services Committee

Date	January 6, 2020	2020-01
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Laura Cabott 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	January 6, 2020	2020-01
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Laura Cabott – Chair Councillor Stephen Roddick – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Jan Stick	
Absent		
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 Brittany Dixon, Acting Manager of Financial 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. 2019 Umbrella Grants Bylaw

Throughout 2019 the City provided grants and donations to a variety of groups and organizations. Some grants were awarded by administration in accordance with established policies. The majority of the grants were awarded by council resolution. This process facilitates the distribution of funds to qualified and approved applicants in a timely manner. The *Municipal Act* requires that grants provided to any person, institution, association or group be authorized by bylaw. Accordingly, an umbrella bylaw is being brought forward to authorize the grants awarded throughout 2019.

The recommendation of the Corporate Services Committee is

THAT Bylaw 2020-01, a bylaw to authorize the allocation of various grants for the year 2019, be brought forward for consideration under the bylaw process.

2. 2019 Umbrella Budget Amendments Bylaws

The *Municipal Act* provides that council may by bylaw establish a procedure to authorize expenditures that vary from the annual capital expenditure program and the operating budget. In accordance with the provisions of the 2019 capital and operating budget bylaws, a number of properly authorized budget amendments occurred throughout 2019. These amendments are now being brought forward under umbrella bylaws for authorization under the bylaw process.

The recommendation of the Corporate Services Committee is

THAT Bylaw 2020-02, a bylaw to amend the 2019 to 2022 capital expenditure program with respect to budget adjustments made throughout 2019, be brought forward for consideration under the bylaw process; and

THAT Bylaw 2020-03, a bylaw to amend the 2019 operating and maintenance program with respect to budget adjustments made throughout 2019, be brought forward for consideration under the bylaw process.

3. Write Off Uncollectible Accounts

The City levies fees and charges for goods and services that, on occasion, cannot be collected for various reasons. In all cases in the proposed bylaw, in-house collection procedures have been exhausted and it has been determined that there is little chance of recovery. In certain circumstances, an account will remain with a collection agency or credit bureau for possible further action. There is a small possibility that some collection will occur subsequent to write off. In that event the collection will be appropriately recognized in the City's financial records.

If these accounts are not written off, they will remain as outstanding receivable items. Generally accepted accounting practices require that receivables that are no longer realizable assets be written off against existing allowances. A bylaw is required to write off such accounts.

The recommendation of the Corporate Services Committee is

THAT Bylaw 2020-04, a bylaw to authorize the write-off of uncollectible accounts, be brought forward for consideration under the bylaw process.

4. Authorize Council Travel

The Council Remuneration Bylaw requires prior approval from council for all requests for funding or reimbursement of expenses incurred in conjunction with travel by members of council outside the City of Whitehorse.

Councillor Boyd has indicated his willingness and intention to attend the winter meeting of the Canadian Capital Cities Organization. Mayor Curtis has been invited to attend the Arctic Inspiration Prize awards ceremony.

The recommendation of the Corporate Services Committee is

THAT travel and per diem expenses be authorized for Councillor Boyd to attend the Canadian Capital Cities Organization semi-annual winter meeting in Ottawa in January;
and

THAT travel expenses be authorized for Mayor Curtis to attend the Arctic Inspiration Prize awards ceremony and conference to be held in Ottawa in February.



Minutes of the meeting of the City Planning Committee

Date	January 6, 2020	2020-01
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jan Stick – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu 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 Patrick Ross, Manager of Land and Building Services Myles Dolphin, Manager of Strategic Communications	

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

1. Renewal of Subdivision Approval – Whistle Bend Phase 5

Council granted subdivision approval for Phase 5 of the Whistle Bend neighbourhood in 2018, and in 2019 granted an extension to January 18, 2020. The construction of Phase 5 is incomplete and therefore the subdivision approval must be renewed.

Various issues such as the development agreement, public use land dedication, street naming, and residential development cost charges were addressed through the original subdivision process.

At the request of the Ta'an Kwäch'än Council, the name Scout Street is proposed to be changed to Neecheah Street as this street may one day be extended into their adjacent settlement land parcel.

The recommendation of the City Planning Committee is

THAT subdivision approval be renewed for the subdivision of approximately 20.9 hectares of land for the creation of new residential lots, one institutional lot, greenbelts, lanes, roads and a park lot in the area known as Whistle Bend Phase 5, as shown on the proposed subdivision sketch.

There being no further business, the meeting adjourned at 6:28 p.m.

Adopted at the regular council meeting on January 13, 2020.

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk