

MINUTES of **REGULAR** Meeting #2012-07 of the council of the City of Whitehorse called for 7:30 p.m. on Tuesday, April 10, 2012, in Council Chambers, City Hall.

PRESENT: Mayor Bev Buckway  
Councillors Dave Austin  
Kirk Cameron  
Betty Irwin  
Ranj Pillai  
Florence Roberts  
Dave Stockdale

ALSO PRESENT: City Manager Dennis Shewfelt  
Director of Administrative Services Robert Fendrick  
Director of Operations Brian Crist

Mayor Buckway called the meeting to order at 7:30 p.m.

**CALL TO ORDER**

Mayor Buckway announced that Shirley Anderson is the recipient of the 2011 Volunteer of the Year award.

2011 Volunteer of the Year

**2012-07-01**

It was duly moved and seconded  
THAT the agenda be adopted as presented.

**AGENDA**

Carried Unanimously

**2012-07-02**

It was duly moved and seconded  
THAT the minutes of the regular council meeting dated March 26, 2012  
be adopted as presented.

**MINUTES**

March 26, 2012

Carried Unanimously

**COMMITTEE REPORTS**

**Administrative Services Committee**

**2012-07-03**

It was duly moved and seconded  
THAT Bylaw 2012-02, the 2012 annual Operating Budget and the  
2013 and 2014 provisional budgets, be brought forward for second  
and third reading under the bylaw process, and

BRING FORWARD  
2012 OPERATING  
BUDGET AND TAX LEVY

THAT Bylaw 2012-04, a bylaw to levy taxes for 2012, be brought  
forward for second and third reading under the bylaw process, and

**2012-07-03** (Continued)

THAT Bylaw 2012-03, a bylaw to amend the Fees & Charges Bylaw with respect to annual budget changes, be brought forward for second and third reading under the bylaw process; and

BRING FORWARD  
2012 FEES & CHARGES  
BYLAW AMENDMENTS

THAT Appendix A of Bylaw 2012-03 be amended at second reading to add Schedule 10 (Transit), including the educational group pass charges.

Carried Unanimously

**2012-07-04**

It was duly moved and seconded

THAT Bylaw 2012-18, a bylaw to authorize the write-off of uncollectible accounts, be brought forward for due consideration under the bylaw process

BRING FORWARD  
BYLAW 2012-18

Carried Unanimously

Council asked administration to review the policy with respect to the sale of plumbing parts in order to mitigate accounts receivable risks.

Discussion

**2012-07-05**

It was duly moved and seconded

THAT expenses be authorized as follows for councillors attending the Annual General Meeting of the Association of Yukon Communities to be held in Dawson City in May:

1. Travel expenses for Councillors Cameron and Irwin from City Representative travel;
2. Travel expenses for Councillors Austin, Pillai, and Roberts from Councillor-initiated travel; and
3. Per Diem expenses for all councillors from Councillor-initiated travel.

AUTHORIZE TRAVEL  
AND EXPENSES FOR  
A.Y.C. ANNUAL  
GENERAL MEETING

Carried Unanimously

Activity reports for March 2012 were received from the City Manager, the Director of Administrative Services, and the Financial Services, Human Resources, and Information Systems Departments.

ACTIVITY REPORTS  
For Information Only

**City Planning Committee**

An activity report for March 2012 was received from Planning and Development Services

ACTIVITY REPORT  
For Information Only

Issues Arising from Reports

The Committee asked for more information regarding the YESAB application for the next phases of Whistle Bend.

Whistle Bend YESAB

**City Operations Committee**

**2012-07-06**

It was duly moved and seconded  
THAT the contract for the Clyde Wann Lift Station Installation project be awarded to 14899 Yukon Inc. (Castle Rock Enterprises) for a net cost of \$288,091.00; and,

CONTRACT AWARD FOR  
CLYDE WANN LIFT  
STATION INSTALLATION

THAT the 2012 – 2015 Capital Budget be amended by adding \$376,406.00 for project 240c02109, Clyde Wann Lift Station Upgrade, funded by Gas Tax and rebudgeted from 2011.

Carried Unanimously

**2012-07-07**

It was duly moved and seconded  
THAT the contract for the 2012 Black Street Reconstruction Project – Surface Works Phase 2 be awarded to Skookum Asphalt for a net cost to the City of \$575,448.25

CONTRACT AWARD FOR  
BLACK STREET  
SURFACE WORKS

Carried Unanimously

**2012-07-08**

It was duly moved and seconded  
THAT administration be authorized to execute a public private partnership agreement with Boreal Composting Enterprises for a two-year pilot project with respect to the operation of the compost facility at the City Landfill for a cost of \$195,000.00 per year, inclusive of optional services and exclusive of potential revenue.

AUTHORIZE PUBLIC  
PRIVATE PARTNERSHIP  
AGREEMENT FOR  
COMPOST FACILITY

Carried Unanimously

Council encouraged administration to incorporate city compost use as part of the bid package for potential suppliers of landscaping services. Administration was also encouraged to use city compost for all City landscaping business.

Discussion

The theme of this year's Sustainable Communities Conference was "Building the Green Economy", with workshops focusing on revitalizing local economies, creating a strong sense of place, reducing carbon dependence, and finding capital funding for projects.

With over 500 representatives from government and the private sector, the Sustainable Communities Conference is a great opportunity to learn from other municipalities, gather ideas, and network with colleagues from around the country. This year the City sent two representatives.

This year the City of Whitehorse was recognized for completing Milestone four of the Partners for Climate Protection (PCP) Program.

At this year's conference, Shannon Clohosey, Sustainability Projects Manager, gave a presentation on the City's Sustainable Purchasing Program. Whitehorse is viewed as a leader in sustainable purchasing as it is one of few municipalities across the country that has incorporated sustainable purchasing into a Purchasing Policy

Administration confirmed that analysis on the paybacks for the projects the City is undertaking is part of staff's 2012 work plans.

SUSTAINABLE  
COMMUNITIES  
CONFERENCE  
For Information Only

Activity reports for March 2012 were received from the Director of Operations, Engineering Services, Environmental Services, Maintenance and Safety Services, Public Works and Sustainability.

ACTIVITY REPORTS  
For Information Only

Issues Arising from Reports

Administration confirmed that:

- Work is ongoing on the terms of reference for Transit's Advisory and Complaints Resolution Committee, and there is no budget allowance for this at this time.
- The water break in Hillcrest has been addressed.
- The Wellhead Protection report will be coming forward in late summer or early fall
- The Organizational Review will inform the Building Consolidation Project and will also illuminate the business case for consolidation

Transit Complaints  
Resolution Committee

Hillcrest Water Break

Wellhead Protection Plan

Organizational Review

**Community Services Committee**

Marilyn Wolovik and Jennifer Campanolo addressed the Committee to encourage the City to take on the role of being the Community Entity (CE) to administer federal funding for the Homelessness Partnering Strategy.

Ms. Wolovik spoke on behalf of the Whitehorse Planning Group on Homelessness and explained that Whitehorse, being a designated community, would administer the fund, but the Community Advisory Committee would still be making the decisions on the groups receiving the funds. The expectation would be that the City would take applications, and also that there would be a reporting function.

Ms. Campanolo spoke on behalf of Service Canada to advise that the federal funding for this program would assist with staff funding. The target date is April, 2013. The federal government's perspective is that a municipality is the ideal candidate for becoming the community entity. The reasons include being seen as a leader working on homelessness, the economies of scale that a municipality can bring to bear on such a project, a reduction of timelines in delivering the services versus going through Ottawa, as well as positive federal relations.

PLANNING GROUP ON  
HOMELESSNESS  
For Information Only

Ms. Campanolo noted that other agencies have also been approached to become the community entity, but from the federal government's perspective the City is seen as the best fit for Whitehorse. Although the term being talked about is two years, the speakers pointed out that the timeframe is meant to coincide with a community plan. It was alluded that a 3-year renewal at the end of two years is a foreseeable outcome.

The cash management expectations being put on the City would depend on the negotiations between prospective community entities and the federal government. A standard agreement was provided in a document package tabled for Council's review.

Administration advised that a report would be drawn up that would explore options and this would be reviewed with Council for further direction. The Committee indicated their intention to follow through with any decision and this would be directed to Whitehorse Planning Group on Homelessness.

Administration confirmed that a report will be coming forward with more details on this proposal. Council expressed concern about being seen as a leader in this regard, but indicated that they would be pleased to play a role. Council also expressed concern about having to negotiate with the federal government regarding funding for this issue.

Discussion

Mr. Keith Lay addressed the Committee to encourage more citizen involvement in the current work on the Trail Plan and in developing the maps proposed for the Snowmobile Bylaw. He suggested that persons from the community need to be present on the various committees in addition to stakeholders and special interest groups, with the Trails and Greenways Committee overseeing everything being developed. He presented a document outlining his proposals for membership and roles for the various Committees envisaged in the Trail Plan. Mr. Lay later emailed an updated document for the City's review.

TRAIL PLAN  
 AMENDMENTS  
 For Information Only

The Committee expressed appreciation for the input of Mr. Lay and the public in general on this important aspect of the Community, and advised that all input will be considered with respect to the Trail Plan amendments being considered.

Delegates Thanked

**2012-07-09**

It was duly moved and seconded THAT Festivals and Special Events Fund grants be approved in the amount of \$25,000.00 in cash grants and \$9,162.50 in value-in-kind grants as follows:

Grant Recipient	Cash	In-Kind
Adaka Cultural Festival		
2012 Adaka Cultural Festival	\$11,000.00	\$3,300.00
All City Band Society		
Music for a Winter's Eve	\$500.00	--
Breakdancing Yukon Society		
CypherFest International Festival	\$6,000.00	--
Royal Canadian Legion Branch 254		
Canada Day 2012	\$5,500.00	\$4,811.25
Yukon Educational Theatre		
Celebration of Harvest 2012	--	\$50.00
Yukon Educational Theatre		
Winterval	<u>\$ 2,000.00</u>	<u>\$1,001.25</u>
<b>Totals:</b>	<b>\$25,000.00</b>	<b>\$9,162.50</b>

FESTIVALS AND  
 SPECIAL EVENTS  
 GRANT FUNDING

Carried Unanimously

Administration confirmed that economic impact data for individual events is not available, but overall data for events as a whole will be available at a later date. Administration was encouraged to ask for such data on the applications, and also encouraged to wean groups off these grant funds over time to make room for new groups to apply.

Discussion

Activity reports for March 2012 were received from Parks and Recreation, Indoor Facilities, and the Transit Department.

ACTIVITY REPORTS  
For Information Only

**Public Health and Safety Committee**

Activity reports for March 2012 were received from Bylaw Services and the Fire Department.

ACTIVITY REPORTS  
For Information Only

Issues Arising from Reports

The Committee asked for more information on moving the parking meters from the curb to the building face to assist with snow removal. Administration advised a kiosk approach was previously explored, and it may be time to revisit that concept. Administration will undertake a review of parking meter placement as part of staff's 2012 work plan.

Parking Meter Placement

**Tourism & Economic Development Committee**

An activity report for March 2012 was received from Tourism and Economic Development.

ACTIVITY REPORT  
For Information Only

**BYLAWS**

**2012-07-10**

It was duly moved and seconded  
THAT Bylaw 2012-02, a bylaw to adopt the 2012 Operating and Maintenance Budget and the 2013 and 2014 Provisional Budgets, be given second reading.

Carried Unanimously

**BYLAW 2012-02**

2012 O & M BUDGET  
SECOND READING

Council members discussed exploring other revenue sources in future years. A standard increase in rate of perhaps two to three percent with CPI was also suggested. A member also raised concerns regarding tax increases on commercial property and encouraged discussion between the Government of Yukon and the City on this issue, especially if the City wishes to become a business hub for the Yukon and particularly for the mining industry.

Discussion

Council noted that funding for the Coalition of Municipalities Against Racism and Discrimination will be discussed at upcoming strategic planning and budget deliberations.

**2012-07-11**

It was duly moved and seconded  
THAT Bylaw 2012-02, a bylaw to adopt the 2012 Operating and Maintenance Budget and the 2013 and 2014 Provisional Budgets, having been read a first and second time, now be given third reading.

Carried Unanimously

**BYLAW 2012-02**  
OPERATING BUDGET  
THIRD READING

**2012-07-12**

It was duly moved and seconded  
THAT Bylaw 2012-03, a bylaw to amend the Fees and Charges Bylaw with respect to annual budget changes, be given second reading.

**BYLAW 2012-03**  
2012 FEES & CHARGES  
SECOND READING

**2012-07-13**

It was duly moved and seconded  
THAT Appendix A of Bylaw 2012-03 be amended by adding a new Schedule 10 (Transit) that includes educational group pass charges.

Carried Unanimously

Amendment

The main motion as amended was voted on and carried unanimously

Vote on Main Motion

**2012-07-14**

It was duly moved and seconded  
THAT Bylaw 2012-03, a bylaw amend the Fees and Charges Bylaw with respect to annual budget changes, having been read a first and second time, now be given third reading as amended.

Carried Unanimously

**BYLAW 2012-03**  
2012 FEES & CHARGES  
THIRD READING

**2012-07-15**

It was duly moved and seconded  
THAT Bylaw 2012-04, a bylaw to levy taxes for the year 2012, be given second reading.

Carried Unanimously

**BYLAW 2012-04**  
2012 TAX LEVY  
SECOND READING

**2012-07-16**

It was duly moved and seconded  
THAT Bylaw 2012-04, a bylaw to levy taxes for the year 2012, having been read a first and second time, now be given third reading.

Carried Unanimously

**BYLAW 2012-04**  
2012 TAX LEVY  
THIRD READING

**2012-07-17**

**BYLAW 2012-18**

It was duly moved and seconded  
THAT Bylaw 2012-18, a bylaw to write off uncollectible accounts, be  
given first reading.

WRITE OFF BAD DEBTS

FIRST READING

Carried Unanimously

**2012-07-18**

It was duly moved and seconded  
THAT Bylaw 2012-18 be given second reading.

SECOND READING

Carried Unanimously

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

**ADJOURNMENT**

**ORIGINAL MINUTES SIGNED BY:**

*"Bev Buckway"*

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Bev Buckway, Mayor

*"Robert I. Fendrick"*

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Robert I. Fendrick, FCGA, City Clerk

ADOPTED by resolution at Meeting #2012-08 dated April 23, 2012