



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	January 6, 2014
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Betty Irwin Councillor John Streicker
<b>Absent</b>	Councillor Mike Gladish Councillor Dave Stockdale
<b>Staff Present</b>	Brian Crist, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Clive Sparks, Acting Director of Infrastructure and Operations

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

**1. Black Street Local Improvement Project – For Information Only**

Nathan Millar addressed the Committee to provide feedback from affected residents with respect to the Black Street Reconstruction Project. He advised that communication with residents was perceived as less than satisfactory, but overall satisfaction with the project was high. Mr Millar offered a number of suggestions to improve the experience for future projects. The Committee commended Mr Millar's report and thanked him for the work done to prepare it. Mr Millar was also commended for the beneficial nature of the recommendations made.

**2. Contract Award – Consultant Services, Ogilvie Street Reconstruction**

The consultant services contract for the Ogilvie Street reconstruction project includes the public consultations, preliminary design work, and detailed design for upgrading the existing water, sewer and road infrastructure now servicing Ogilvie Street. It also includes construction management services and site supervision during the construction phases of the project. The portion of the work between Fourth and Sixth Avenues is

scheduled for completion in 2014, and from Sixth Avenue to the escarpment in 2015. Three proposals were received in response to the request for proposals issued, only one of which passed the technical evaluation threshold. The review committee was unanimous in its evaluation, and the submitted price is both reasonable and within the overall budget allocated for the project. Funding for the project comes from Federal Gas Tax, local improvement charges, and City reserves.

Administration confirmed that increased competition has led to a situation where both the underground and surface works will be completed by the same company, which should improve communication issues with this project. The Committee requested that the suggestions and recommendations provided by Nathan Millar as a result of the Black Street project be duly considered throughout the Ogilvie Street project.

**Recommendation**

THAT the consultant services contract for the Ogilvie Street Reconstruction Project be awarded to Associated Engineering Ltd. for a cost to the City of \$546,984.00.

**3. Administrative Changes – For Information Only**

The Committee noted that this is the last meeting at which Clive Sparks will be the Acting Director of Infrastructure and Operations. Mr. Sparks will be returning to his substantive position as Fire prior to his upcoming retirement this spring. The Committee commended Fire Chief Sparks for his outstanding long service to the City as a member of the Fire Department, and also thanked him for his initiative and competency as Acting Director during the past year.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	January 6, 2014
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Kirk Cameron – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Betty Irwin Councillor John Streicker
<b>Absent</b>	Councillor Mike Gladish Councillor Dave Stockdale
<b>Staff Present</b>	Brian Crist, City Manager Linda Rapp, Director of Community and Recreation Services Robert Fendrick, Director of Corporate Services Mike Gau, Director of Development Services Clive Sparks, Acting Director of Infrastructure and Operations Douglas Hnatiuk, Supervisor of Outreach and Events

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

### **1. Committee Appointments – Trail and Greenways Committee**

Some of the initial citizen appointments to the Whitehorse Trail and Greenways Committee expired at the end of December. In accordance with the Terms of Reference for the Committee, administration advertised for new members. Four applications were received to fill the vacancies, and one community association nominated an individual to fill a vacancy created by the resignation of its initial representative. A council resolution is required to appoint committee members.

Administration confirmed that all community groups were directly contacted with a request for nominations, and the existing committee operated effectively with the result that the first year has been very successful. Amendments to the Terms of Reference for the Committee may be brought forward in response to issues that arose during the initial year of its existence. Administration also confirmed that the committee includes representation from motorized users, and all members share an interest in providing the best possible trail system for the benefit of all users.

**Recommendation**

THAT Patrick Milligan, Sam Skinner, Mike Ivens, and Lynn Poile be appointed as representatives to the Whitehorse Trail and Greenways Committee for a two-year term to expire on October 31, 2015; and

THAT Bruce Henry be appointed as a representative to the Whitehorse Trail and Greenways Committee for the duration of the Mary Lake Community Association two-year term to expire on October 31, 2014.

**2. Mount Sima Operations – For Information Only**

The Committee was advised that the ski hill enjoyed a very successful holiday season. More than 800 season passes have been sold, and an average of 500 persons per day used the facility over Christmas. The Friends of Mount Sima Society was highly commended on the success of its efforts to ensure the continued operation of the hill.



**Minutes of the meeting of the  
Public Health and Safety Committee**

<b>Date</b>	January 6, 2014
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Kirk Cameron – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Betty Irwin Councillor John Streicker
<b>Absent</b>	Councillor Mike Gladish Councillor Dave Stockdale
<b>Staff Present</b>	Brian Crist, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Clive Sparks, Acting Director of Infrastructure and Operations

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



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	January 6, 2014
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Betty Irwin – Chair Councillor John Streicker – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu
<b>Absent</b>	Councillor Mike Gladish Councillor Dave Stockdale
<b>Staff Present</b>	Brian Crist, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Clive Sparks, Acting Director of Infrastructure and Operations Shannon Clohosey, Manager of Environmental Sustainability

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

### **1. Solid Waste Diversion Credit Policy**

The City of Whitehorse has offered diversion credits since 1995 as means of partially funding recycling organizations that divert solid wastes away from the landfill. These credits apply only to non-refundable recycling from within the City. The Solid Waste Action Plan recommended changes to the Diversion Credit Policy to increase funding for recycling processors and simplify the application process. The policy has now been revised in response to these recommendations.

Joy Snyder from Raven Recycling and Pat McInroy from P & M Recycling addressed the Committee to commend the Diversion Credit Policy and express their support for its implementation. . Mr McInroy confirmed that the Government of Yukon's new policy to match the City's diversion credits is for one year only, but noted that there have been indications it will be extended. Mr McInroy also indicated that the proposed credits will be sufficient even if a new recycling business were introduced. The Committee highly commended the delegates for the great work their organizations have been performing and noted that recycling is key to the community's diversion efforts. The Mayor advised

that Council is willing to facilitate the process to ensure that recycling remains a top priority at the political level, and is also willing to work closely with other governments to share in programs to address the need for these services.

Administration confirmed that:

- The existing funding cap is in place for budgeting reasons, and administration is working on medium and long-term initiatives that will be coming forward to Council;
- Fluctuating market conditions mean that even with matching credits from YG these credits may still not be sufficient for the recycling industry;
- The City verifies the tonnage from each processor and that it is rare that the cap is reached, so pro rata proportioning of the credit has not been a significant issue;
- Recycling is one of four initiatives being undertaken, but it is recognized that recycling is key to the City's efforts to find solutions to mitigate the supply of waste that the City does not have control over; and
- Administration will be re-visiting the 70% threshold to evaluate its effectiveness.

**Recommendation**

THAT the Solid Waste Diversion Credit Policy dated January 2014 be adopted as presented.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	January 6, 2014
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor John Streicker – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu
<b>Absent</b>	Councillor Mike Gladish Councillor Dave Stockdale
<b>Staff Present</b>	Brian Crist, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Clive Sparks, Acting Director of Infrastructure and Operations

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

**1. Email Issues – For Information Only**

Committee members commented that it is very difficult to access information that has been archived, and also that there are a lot of hoops that they have to jump through to gain access to archived City email. These issues make it very problematic when they are working off-site. Administration advised that these issues will be examined promptly to see what can be done to alleviate these concerns.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	January 6, 2014
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Betty Irwin Councillor John Streicker
<b>Absent</b>	Councillor Mike Gladish Councillor Dave Stockdale
<b>Staff Present</b>	Brian Crist, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Clive Sparks, Acting Director of Infrastructure and Operations Patrick Ross, Manager of Planning Services Mike Ellis, Senior Planner

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

### 1. Hillcrest Neighbourhood Plan

The Hillcrest Neighbourhood planning process was initiated by Council in response to resident concerns about the contrast between the existing residential scale of the neighbourhood and the higher development potential allowed through current zoning. A consulting firm was hired last January to deliver a public consultation process and develop a neighbourhood plan that articulates resident values and their vision for Hillcrest over a 20 year horizon. The consultants and the City worked collaboratively with a local advisory committee to shape the public input process and guide the recommendations of the Plan. Consultation included a visioning workshop and two themed charrettes, and interim control is in effect until new zoning is adopted for the neighbourhood. The resulting Neighbourhood Plan is a graphic document that provides 17 policies, 14 guidelines and 25 action items to help guide development decisions in the neighbourhood as it evolves over the next two decades.

Administration confirmed that the Plan provides guidance for future decision making without binding future flexibility. Items that have a cost associated with them, such as

paved trail connections, are to be “considered” rather than “implemented”. The Plan includes a number of initiatives, some of which are implementable in the short-term.

The Committee discussed the issues around direct support for each of the proposed action items, and recommended that community members be included when the actual decisions to adopt come forward. The Committee commended administration on the success of the planning exercise and the quality of the resulting Plan.

### **Recommendation**

THAT the Hillcrest Neighbourhood Plan dated December 2013 be adopted as a guiding document for development decisions for the Hillcrest Neighbourhood.

## **2. Land Disposition – Sixth Avenue Lots**

The owners of an existing building at 6098 Sixth Avenue have been leasing portions of City-owned adjacent property for a number of years, and have now expressed interest in purchasing the lease area to allow for a lot enlargement. This will legitimize an existing land use and remove any requirement for a new lease agreement. The lot enlargement area has recently been rezoned to match the zoning of the existing building, and the existing trail will be buffered and protected. The land will be sold at market value in accordance with the City’s Land Disposition Policy. The applicants have agreed to the terms and conditions of a land sale agreement, and a land disposition bylaw is being brought forward for consideration under the bylaw process.

### **Recommendation**

THAT Bylaw 2014-07, a bylaw to authorize the sale and transfer of portions of five lots for subsequent consolidation with 6098 Sixth Avenue, be brought forward for due consideration under the bylaw process.

## **3. Land Disposition – Lot 56, Mount Sima Industrial Subdivision**

A bylaw to authorize the disposition of a portion of Lot 56 in the Mount Sima Industrial Subdivision for future industrial use is being brought forward for consideration. The lot was acquired by the City under the City’s Public Use Land Dedication Policy during the Whitehorse Copper subdivision process. The property is ideally situated for light industrial development as it is located on Collins Lane, adjacent to several existing industrial lots, and would take advantage of existing drainage ditches and culverts. The proposed bylaw establishes a request for bids process for disposition of the lot, with a minimum upset price based on a recent appraisal.

Administration confirmed that the appraisal was based on comparable data and that the difference between this lot and the proposed lot enlargement area that will be considered next is due to the fact that a stand-alone lot generally attracts a higher price.

**Recommendation**

THAT Bylaw 2014-09, a bylaw to authorize the disposition of Lot 56 in the Mount Sima Industrial Subdivision, be brought forward for due consideration under the bylaw process

**4. Land Disposition – Lot Enlargement, 82 Collins Lane**

The owners of Lot 54 in in the Mount Sima Industrial Subdivision, located at 82 Collins Lane, have applied to purchase a portion of Lot 56 to allow for a lot enlargement. The enlargement area will provide improved access to the rear of the existing lot and increase its developable area. The proposed enlargement area is undeveloped with the exception of an existing dirt road that predates the subdivision. In accordance with the Land Disposition Policy, the land will be sold at market value as determined by an independent appraisal. The applicants have agreed to the terms and conditions of a land sale agreement, and if the land disposition is approved the enlargement area will be consolidated with the existing lot.

**Recommendation**

THAT Bylaw 2014-08, a bylaw to authorize the sale and transfer of a portion of Lot 56 in the Mount Sima Industrial Subdivision for subsequent consolidation with adjacent Lot 54 to allow for a lot enlargement, be brought forward for due consideration under the bylaw process.

There being no further business, the meeting adjourned at 7:40 p.m.