



## 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 Dave Stockdale – Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Mike Gladish Councillor Betty Irwin Councillor John Streicker
<b>Absent</b>	Councillor Jocelyn Curteanu
<b>Staff Present</b>	Brian Crist, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Wayne Tuck, Acting Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

Your Worship, there is no report from the City Operations Committee



## 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 Councillor Mike Gladish – Vice-Chair Mayor Dan Curtis Councillor Betty Irwin Councillor Dave Stockdale Councillor John Streicker
<b>Absent</b>	Councillor Jocelyn Curteanu
<b>Staff Present</b>	Brian Crist, City Manager Linda Rapp, Director of Community and Recreation Services Valerie Anderson, Acting Director of Corporate Services Wayne Tuck, Acting Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

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

### 1. **Proclamation**

The mayor proclaimed Friday, March 21, 2014 to be International Day for the Elimination of Racial Discrimination in the City of Whitehorse

### 2. **Mayor's Award** – For Information Only

The Committee was advised that the Canada Games Centre was the recipient of the 2014 Mayor's Award for Barrier-free Access. The Games Centre was nominated for this award by the Challenge Resource Group.



## 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 Dave Stockdale – Chair Councillor Kirk Cameron – Vice Chair Mayor Dan Curtis Councillor Mike Gladish Councillor Betty Irwin Councillor John Streicker
<b>Absent</b>	Councillor Jocelyn Curteanu
<b>Staff Present</b>	Brian Crist, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Wayne Tuck, Acting Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations Kevin Lyslo, Acting Fire Chief

Your Worship, the Public Health and Safety Committee respectfully submits the following report:

### **1. Fire Apparatus Purchase**

The 2014 Capital Budget includes funds for the purchase of a new rescue/pumper unit for the Fire Department, complete with hydraulic rescue tools. Since the budget was established the value of the Canadian dollar has decreased by about five percent, causing a significant increase in the price of the unit. This increase was not anticipated and is not under the control of the supplier. Additional funds are required to ensure that the apparatus and required tools can be purchased with a small contingency for unexpected requirements.

Administration confirmed that the tool portion of the purchase could be deferred, but a loss of efficiencies in operation would result, and it is probable that the cost would increase over time. The rescue tools will be compatible with existing equipment used by the City and partner organizations, allowing for seamless integration in the event of a major emergency

**Recommendation**

THAT the 2014 Capital Budget be amended by increasing project number 440c00311 Pumper Replacement by \$65,000.00, funded from the Equipment reserve; and

THAT the purchase of one rescue/pumper fire apparatus from Safetek Emergency Vehicles, complete with hydraulic rescue tools as specified, be approved for a cost of \$721,150.00.



## 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 Mike Gladish Councillor Dave Stockdale
<b>Absent</b>	Councillor Jocelyn Curteanu
<b>Staff Present</b>	Brian Crist, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Wayne Tuck, Acting Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations Shannon Clohosey, Manager of Environmental Sustainability

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

### **1. Environmental Grant Allocations**

The City allocates \$25,000 annually for Environmental Grants to assist non-profits, community groups and commercial organizations with environmental projects that advance the Strategic Sustainability Plan. 55% of the total is available for spring grant allocations per the Environmental Grant Policy. An internal committee reviewed the applications and determined that four proposals met the policy guidelines. Partial funding for one project is recommended as grant requests exceed available funds.

Administration confirmed that grant recipients are required to submit an accountability report. A final report from the two-year lagoon study project, complete with analysis and recommendations, will be submitted to the City.

**Recommendation**

THAT Environmental Grant allocations as recommended by the review committee be approved in the amount of \$13,750.00.

<u>Grant Recipient</u>	<u>Grant Amount</u>
Raven Recycling Society	
Loading dock ramp replacement	\$ 3,400.00
WildWise Yukon	
Copper Ridge bear-lock pilot project	\$ 2,000.00
Yukon Bird Club	
Lagoon study – lab analysis	\$ 4,000.00
Yukon Fish and Game Association	
Bee monitoring project	\$ <u>4,350.00</u>
<b>Totals</b>	<b>\$ 13,750.00</b>



## 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 Mike Gladish Councillor Dave Stockdale
<b>Absent</b>	Councillor Jocelyn Curteanu
<b>Staff Present</b>	Brian Crist, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Wayne Tuck, Acting Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations Barbara Walker, Manager of Human Resources

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

### 1. **City Manager Bylaw**

The *Municipal Act* requires that a new bylaw be enacted when there is a change in city manager. The proposed bylaw includes the terms of the existing bylaw as revised to reflect the requirements of the Act and other changes required by council. These changes were discussed with and approved by a majority of council prior to a Letter of Offer being issued to the successful candidate.

### **Recommendation**

THAT Bylaw 2014-19, a bylaw to appoint a city manager and delegate certain administrative powers to the position, be brought forward for due consideration under the bylaw process.

**2. Fees and Charges Amendment**

As part of the annual budget process, the Financial Services Department conducts a quarterly review of the Fees and Charges Bylaw and compiles a list of suggested additions and amendments as submitted by the management group. First quarter changes are recommended to provide for a number of increases and some minor wording adjustments in the Miscellaneous, Planning and Waste Management fee schedules.

**Recommendation**

THAT Bylaw 2014-18, a bylaw to amend the Fees and Charges Bylaw, be brought forward for due consideration under the bylaw process; and

THAT the 2014 operating and maintenance budget and the 2015 and 2016 provisional budgets be amended to increase budgeted revenue in the amounts of \$34,600, \$42,600 and \$18,600 respectively to reflect the changes in the Fees and Charges Bylaw.

**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-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/credit bureau for possible further action. 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.

**Recommendation**

THAT Bylaw 2014-15, a bylaw to authorize the write-off of uncollectible accounts, be brought forward for due consideration under the bylaw process





## 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 Mike Gladish – Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Betty Irwin Councillor Dave Stockdale Councillor John Streicker
<b>Absent</b>	Councillor Jocelyn Curteanu
<b>Staff Present</b>	Brian Crist, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Wayne Tuck, Acting Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

Your Worship, there is no report from the City Planning Committee

There being no further business, the meeting adjourned at 6:12 p.m.