



Minutes of the meeting of the City Operations Committee

Date	March 31, 2014
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Dave Stockdale – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Mike Gladish Councillor Betty Irwin Councillor John Streicker
Staff Present	Brian Crist, City Manager Valerie Anderson, Acting Director of Corporate Services Chris Milner, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations Richard Graham, Acting Manager of Operations Trent Egglestone, Heavy Equipment Mechanic

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

1. **Contract Award – Grader Purchase**

The 2014 capital budget includes funds for the purchase of a grader as an addition to the fleet. This additional unit will ensure that the Operations Department has the equipment needed for maintenance operations in accordance with Council policies. Two bids were received in response to the tender issued, and the review committee agreed that the low bid meets specifications and is within the approved budget.

Recommendation

THAT the contract for the supply of one grader complete as specified be awarded to Inland Kenworth in the amount of \$285,525.00.

2. Contract Award – Track Excavator Purchase

The 2014 capital budget includes funds for the purchase of a track excavator. This unit is an addition to the fleet and is required to ensure that the City has the equipment needed for year-round maintenance operations. Only one bid was received in response to the tender issued. The review committee unanimously agreed that the sole bid meets specifications and is within the approved budget.

Recommendation

THAT the contract for the supply of one track excavator complete as specified be awarded to Inland Kenworth in the amount of \$261,414.00.

3. Monthly Activity Reports – For Information Only

Activity Reports for March 2014 were received from the Director of Infrastructure and Operations, and the Engineering, Operations, and Water and Waste Services Departments.



Minutes of the meeting of the Community Services Committee

Date	March 31, 2014
Location	Council Chambers, City Hall
Committee Members Present	Councillor Kirk Cameron – Chair Councillor Mike Gladish – Vice-Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Betty Irwin Councillor Dave Stockdale Councillor John Streicker
Staff Present	Brian Crist, City Manager Chris Milner, Acting Director of Community and Recreation Services Valerie Anderson, Acting Director of Corporate Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

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

1. Mayor's Poetry Challenge – For Information Only

Stephen Reid, Michael Reynolds and Joanna Lilley presented examples of their original works in response to the Mayor's Poetry Challenge.

2. Monthly Activity Reports – For Information Only

Activity Reports for March 2014 were received from the Director of Community and Recreation Services, Outreach and Events, Parks and Trails, Recreation and Facility Services, and the Transit Services Department.

Issues Arising from the Activity Reports

The Committee requested:

- Additional information with respect to meetings with Festival and Special Event Grant applicants;
- Feedback from Yukon Education's transit review;
- A list of the sport tourism activities that have come to the City; and

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March 31, 2014

- Confirmation of the City's participation in the Fairbanks Arctic Winter Games

The Committee commended the 15% increase in transit use over the past year, and looked forward to further reports on the extended evening service, enhanced routes, and the financial impacts of the changes to transit operations.

Administration confirmed that the community clean-up will be on May 7th.



Minutes of the meeting of the Public Health and Safety Committee

Date	March 31, 2014
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dave Stockdale – Chair Councillor Kirk Cameron – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor Betty Irwin Councillor John Streicker
Staff Present	Brian Crist, City Manager Valerie Anderson, Acting Director of Corporate Services Chris Milner, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

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

1. Monthly Activity Report – For Information Only

Activity reports for March 2014 were received from Bylaw Services and the Fire Department.

2. New Business – For Information Only

The Committee commended Bylaw Services for their work controlling traffic during the big hockey tournament last weekend.

The Committee suggested that pamphlets regarding the Bicycle Bylaw be distributed through the bicycle stores.



Minutes of the meeting of the Development Services Committee

Date	March 31, 2014
Location	Council Chambers, City Hall
Committee Members Present	Councillor Betty Irwin – Chair Councillor John Streicker – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor Dave Stockdale
Staff Present	Brian Crist, City Manager Valerie Anderson, Acting Director of Corporate Services Chris Milner, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations Shannon Clohosey, Manager of Environmental Sustainability Wayne Tuck, Manager of Engineering Services

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

1. Transportation Demand Management Plan Final Report

The City has been promoting active transportation and transit use for over a decade, and a Transportation Demand Management (TDM) Plan was commissioned to recommend policies, programs, and practices to change travel behaviour and promote sustainable travel options. Following extensive consultation with the general public, various City departments, and targeted partners such as major employers and community groups, the Plan sets out a 25-year target to shift transportation modes in Whitehorse, and includes a number of recommendations in six key areas. Adoption of the TDM Plan will allow implementation work to begin. The initial focus will be on no-cost and low-cost recommendations, with existing staff resources being utilized wherever possible to enact the plan. It is anticipated that staff from the Transit and Environmental Sustainability Departments will work together on implementation of various plan components. Any recommendations that include budget requirements will come forward to Council as part of the regular budgeting process.

The Committee noted that only nine percent of the City's bus stops have shelters, and suggested that increasing the number of shelters could positively impact transit use. It was also suggested that Building Canada funding could be used for this purpose.

Recommendation

THAT the 2014 Transportation Demand Management Plan be adopted as presented.

2. Contract Award – Ogilvie Street West Reconstruction Project

The 2014 Capital budget includes funds for the reconstruction of Ogilvie Street from 4th Avenue to the escarpment. The project is funded from Gas Tax, City Reserves, and local improvement charges to benefitting property owners. Seven companies picked up the tender documents for the construction project, and four bids were received. The tender review committee unanimously agreed that the low bidder is familiar with the scope of the project and has the knowledge and experience to complete the work. The allocated funds do not include a contingency, so a budget adjustment will be necessary to award the contract as tendered and provide a budget to cover costs that are not evident and may be required during construction.

Recommendation

THAT the construction contract for the 2014 Ogilvie Street West Reconstruction Project be awarded to P.S. Sidhu Trucking Ltd. for a net cost to the City of \$3,616,470.00; and

THAT the 2014 Capital Budget be amended by increasing project 240c00911, Ogilvie Street West Reconstruction in the amount of \$300,000, funded from the Capital Reserve.

3. Monthly Activity Reports – For Information Only

Activity reports for March 2014 were received from the Director of Development Services and the Environmental Sustainability Department.



Minutes of the meeting of the Corporate Services Committee

Date	March 31, 2014
Location	Council Chambers, City Hall
Committee Members Present	Councillor John Streicker – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor Dave Stockdale
Staff Present	Brian Crist, City Manager Valerie Anderson, Acting Director of Corporate Services Chris Milner, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

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

1. Re-budgeting Capital Expenditures

Some of the capital projects included in the 2013 capital budget were not fully completed or were not initiated for a variety of reasons. If these projects are to be completed, funds that were set aside in 2013 have to be re-budgeted into 2014. The Management Group reviewed their outstanding capital projects and identified those that require re-budgeting. It is anticipated that most of the projects being brought forward will be completed this year, with two projects extending into 2015. The majority of the projects are funded from outside sources such as the Building Canada Fund and Gas Tax, and five projects have been identified as needing additional funds in order to complete the project.

The Committee asked for clarification with respect to the budget process and specific projects, and suggested that in future years the re-budget proposals should come forward to a Council and Senior Management meeting before coming to Committee.

Recommendation

THAT the 2014 Capital Budget be amended by re-budgeting 2013 capital expenditures in the amount of \$8,187,317.00

2. Authorize Council Travel – Association of Yukon Communities

Council approval is required for funding or reimbursement of expenses incurred by council members in conjunction with travel outside the City of Whitehorse. Mayor Curtis and Councillors Curteanu, Gladish, Streicker and Stockdale have indicated their intention to attend the Annual General Meeting of the Association of Yukon Communities being held this year in Dawson City.

Recommendation

THAT expenses be authorized as follows for council members attending the 2014 Annual General Meeting of the Association of Yukon Communities in Dawson City in May:

1. Travel expenses for Mayor Curtis;
2. Travel expenses for Councillor Streicker from City Representative travel;
3. Travel expenses for Councillors Curteanu, Gladish and Stockdale from Councillor-initiated travel; and
4. Per Diem expenses for all Councillors from Councillor-initiated travel.

3. Monthly Activity Reports – For Information Only

Activity reports for March 2014 were received from the City Manager, the Director of Corporate Services, and the Business and Technology Systems, Financial Services, Human Resources, and Strategic Communications and Customer Service Departments.



Minutes of the meeting of the City Planning Committee

Date March 31, 2014

Location Council Chambers, City Hall

Committee Members Present Councillor Mike Gladish – Chair
Councillor Jocelyn Curteanu – Vice Chair

Mayor Dan Curtis
Councillor Kirk Cameron
Councillor Betty Irwin
Councillor Dave Stockdale
Councillor John Streicker

Staff Present Brian Crist, City Manager
Valerie Anderson, Acting Director of Corporate Services
Chris Milner, Acting Director of Community and Recreation Services
Mike Gau, Director of Development Services
Dave Muir, Acting Director of Infrastructure and Operations
Mike Ellis, Acting Manager of Planning Services

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

1. **Schwatka Lake Recreation Hub** – For Information Only

Dan Girouard, representing the Yukon Canoe and Kayak Club and other non-profit sport bodies, and Shannon Jones of the Yukon Sailing Association, addressed the Committee to present their vision for a year-round recreational hub that would be located on the south-west side of Schwatka Lake. They explained the potential of the project and outlined current developments, partnerships and challenges. They noted that many people that are eager and ready to offer new ideas and programming to the public of all ages, and requested Council's support so that the project can move forward. For the coming season, the proponents are requesting land on the southwest end of the lake to use for storage containers, safe water access, shelter and bathroom facilities, and parking space. They are looking at long term plans for the area and will be coming back to Council in the future with their proposal. It is anticipated that this program would be self-sustaining through user fees and other revenues. The delegates acknowledged that this process would take time to develop, but requested that Council consider an interim solution to allow temporary structures to be placed this summer. In order to move ahead this year the groups would need to receive permission before June.

The delegates confirmed that they have approached the City first and will approach the Government of Yukon next. Administration confirmed that the land in question is Commissioner's land, which means that coordination between the two levels of government will be required for this sort of proposal to happen in the future.

Administration confirmed that the City issues annual permits to dock users to allow docks each year. However, the Schwatka Lake Area plan is currently being prepared, and recommendations for land use determinations will come forward in the Plan.

2. Public Hearing Report – Zoning Amendment, 37 – 14th Avenue

The owner of the lot at 37-14th Avenue in Porter Creek has applied for a zoning amendment to allow for the development of a living suite as part of the construction of a home on this property. Living suites are not a permitted use under the existing zoning. At the public hearing on March 24th, two people spoke against the proposal. Two written submissions also opposed the amendment. One written submission supported the application and recommended a citywide change to the zoning regulations to allow suites in the Restricted Residential Detached (RR) zone. The opponents contended that approval of this amendment would contravene the infill process that was completed by the city in 2011. In addition, those opposed to this amendment cited impacts on traffic and the individuality of the neighbourhood, and noted that lots permitting the development of living suites are available in other areas of the city.

Increasing density and promoting the creation of secondary suites throughout the city is an important initiative in the Official Community Plan. However, these initiatives are subject to a detailed zoning process and public consultation. In recent years the City carried out planning processes for both infill lots and changes to zoning rules for suites, but the result was that no changes were made to the RR zone. If council supports a change to the RR zone to allow living suites, administration recommends that it be completed in larger context. A citywide amendment for all RR zoned properties could be brought forward in a process that includes consultation with affected property owners and neighbourhood residents. However, the Planning Department has no plans to bring forward a broad change to the RR zone at this time.

Recommendation

THAT Bylaw 2014-10, a bylaw to change the zoning at 37-14th Avenue in Porter Creek to allow for the development of a living suite in the Restricted Residential Detached zone, be brought forward under the bylaw process and defeated at second reading.

3. Monthly Activity Report – For Information Only

An activity report for March 2014 was received from the Planning Services Department.

There being no further business, the meeting adjourned at 7:55 p.m.