



Minutes of the meeting of the City Planning Committee

Date May 5, 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 Christine Smith, City Manager
Robert Fendrick, Director of Corporate Services
Linda Rapp, Director of Community and Recreation Services
Mike Gau, Director of Development Services
Dave Muir, Acting Director of Infrastructure and Operations
Patrick Ross, Manager of Planning Services

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

1. Land Sale and Transfer – Skookum Asphalt Quarry Lease Area

For the past 18 years Skookum Asphalt has been conducting quarry operations on property leased from the City. Skookum has now applied to purchase the lease area in order to secure long term security for their operations. In preparation for the proposed sale, the lease boundaries were realigned to ensure an adequate tree buffer area adjacent to the Alaska Highway and Robert Service Way. In accordance with the Land Disposition Policy, an independent private appraisal determined the market value of the land. Closing date for the sale is set to allow the 2014 quarry operations to conclude and seasonal quarry payments to be made. An easement agreement with the Yukon Electrical Company Limited will be required. Skookum Asphalt has agreed to the costs, terms and timelines proposed, and a bylaw to approve the land disposition is now being brought forward for Council's consideration.

Administration confirmed that no other interest in this property has been identified, and the extent of the material available for extraction is unknown.

Recommendation

THAT Bylaw 2014-20, a bylaw to authorize the sale and transfer of the existing quarry lease area located at 1 Ear Lake Road to Skookum Asphalt Ltd., be brought forward for due consideration under the bylaw process.

2. Lease Agreement – Guild Hall Society

The Guild Hall Society has been leasing premises from the City for more than 20 years. The lease area is zoned Public Service with spectator entertainment establishments included as a principal use. A new lease agreement has been negotiated with a ten year term and an annual rental of \$10.00 in accordance with the current standard lease rate for non-profit societies. The Guild Hall Society will be expected to bear all other costs associated with the operation and maintenance of the lease area, and to maintain liability insurance. A bylaw is required to authorize a lease agreement.

Administration confirmed that grants of any kind made to the Society are tracked, but there is no data with respect to the difference between a standard non-profit lease rate versus a fair market lease. However, that type of subsidy may be tracked in the future as part of current and proposed studies of the City's overall grant processes.

Recommendation

THAT Bylaw 2014-16, a bylaw to authorize a lease agreement with the Guild Hall Society, be brought forward for due consideration under the bylaw process

3. Amend Lease Agreement – Tennis Yukon

Tennis Yukon has an established lease with the City for the operation and maintenance of the Mount McIntyre tennis courts. The Association has negotiated an amendment to the lease area to allow for installation of a backboard to be used as a bounce-off wall. This proposed training area will eventually free up one of the existing tennis courts for regular use. An amendment to the lease has been drafted to expand the lease area and allow Tennis Yukon more flexibility at this facility. A bylaw is required to amend the existing lease agreement.

Administration confirmed that work continues on efforts to mitigate erosion impacts on the site, and Tennis Yukon is involved with these efforts.

Recommendation

THAT Bylaw 2014-21, a bylaw to amend the existing lease agreement with Tennis Yukon with respect to the Mount McIntyre tennis courts, be brought forward for due consideration under the bylaw process.

4. Monthly Activity Report – For Information Only

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

Issues Arising from the Activity Report

The Committee commended the Planning Department's assistance to the Town of Faro in developing their Zoning Bylaw, and noted that residents of Takhini also commended the Planning Department for their work in developing their neighbourhood.



Minutes of the meeting of the City Operations Committee

Date	May 5, 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	Christine Smith, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

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

1. Contract Award – Vector Truck Purchase

The 2014 Capital Budget includes funding for a new Vector Truck for the Water and Waste Department as an addition to the fleet. Only one bid was received in response to the tender issued. The sole bid received meets specifications, and the price is considered competitive in the current market despite being over budget. The City has realized savings in two other equipment purchases, and these savings are available to fund the shortfall.

Recommendation

THAT the contract for the supply of one Vector Truck be awarded to Inland Kenworth in the amount of \$506,807.00; and

THAT the 2014 Capital Budget be amended by increasing project 320c01811, Vector – Whistle Bend, in the amount of \$50,000.00, funded by decreasing project 320c00110, One Ton replacements, by \$25,000.00, and by decreasing project 320c01709, Pickups, by \$25,000.00, all funded from the Equipment Reserve.

2. Monthly Activity Reports – For Information Only

Activity Reports for April 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 May 5, 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
Christine Smith, City Manager
Robert Fendrick, Director of Corporate Services
Linda Rapp, Director of Community and Recreation Services
Mike Gau, Director of Development Services
Dave Muir, 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. Presentation of Keys to the City

Mayor Curtis presented the Key to the City to Emily Nishikawa in recognition of her accomplishments as an ambassador for the City and a role-model for youth, her achievements at the Sochi Winter Olympics, and her outstanding performance at the 2014 Canadian Cross Country Ski Championships.

Mayor Curtis asked Joan Stanton and Robert Nishikawa to accept the Key to the City on behalf of their son Graham, in recognition of his accomplishments as an ambassador for the City and a role-model for youth, his achievements as a guide at the Sochi Paralympic Games, and his outstanding performance at the 2014 Canadian Cross Country Ski Championships.

2. Proclamations

Mayor Curtis proclaimed:

- The week of May 5th to 9th to be ***Hunger Awareness Week***;

- The month of May to be ***MS Awareness Month for the Multiple Sclerosis Society of Canada*** ; and
- The month of May 2014 to be ***Speech and Hearing Month*** in the City of Whitehorse.

3. Downtown Urban Gardeners Society Update – For Information Only

Randy Lamb provided an update on the activities of the Downtown Urban Gardeners Society. He explained that there is a sharing mechanism for planting in the gardens as well as the donation of excess produce to the Food Bank, and noted that the gardeners practice organic methods and have involved students in their activities. He stated that the Society greatly appreciates the City's support and noted that there are no plans for expansion in the immediate future.

4. Food Bank Society of Whitehorse Update – For Information Only

Stephen Dunbar-Edge addressed the Committee on behalf of the Food Bank Society of Whitehorse to provide an update on the services of the Society and the events planned for Hunger Awareness Week. He noted that there is significant need for the services of the Food Bank in Whitehorse, and advised that there has been a nine percent increase in the need for the service over the past year. The Food Bank has over 60 volunteer who contribute 700 hours per month, and there are more than 1,400 supporters and sponsors in and around Whitehorse.

5. Spring Recreation Grants

In accordance with Council's Recreation Grant Policy, the Recreation Grant Task Force has prepared recommendations for the allocation of the 2014 Arts–Cultural Facilities Grants, Recreation Facility–Parks Grants, and Spring Recreation Grants. The Task Force consists of citizens appointed by Council, and all applications are reviewed with due diligence. Requests for funding that do not comply with the policy are denied, and some eligible requests are not fully funded. The Community Lotteries Program provided \$141,105.50 for Recreation Grant purposes in 2014. Lotteries funding is calculated on a population-based formula and increased by about \$679.00 this year.

Administration confirmed that:

- Grant recipients are required to acknowledge the City's support and report on how this is done in the accountability statement;
- Applicants must meet the criteria of the Policy to be eligible for grants; and
- There are no pre-set targets for capital funding versus operational funding.

Recommendation

THAT the allocation of \$61,120.00,00 for Category 1 Recreation Grants, \$58,000.00 for Category 2 Recreation Facilities–Parks Grants, and \$52,000.00 for Category 3 Arts–Cultural Facilities Grants be approved with conditions as outlined in the summary sheets.

6. Monthly Activity Reports – For Information Only

Activity Reports for April 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.

7. Coming Events – For Information Only

The annual community clean-up campaign will start on Wednesday, May 7th, with teams from the City and the Government of Yukon starting their clean-up challenge at 10:00 a.m. Graffiti clean-up will be included in the campaign. A barbeque for all participants will take place at Shipyards Park at noon.

Afghanistan Veterans Day will be celebrated at noon on Friday, May 9th at the Second Avenue entrance to City Hall.



Minutes of the meeting of the Public Health and Safety Committee

Date	May 5, 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	Christine Smith, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, 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 April 2014 were received from Bylaw Services and the Fire Department.

Issues Arising from the Activity Reports

The Committee commended the Fire Department's participation in a recent fund-raising campaign.



Minutes of the meeting of the Development Services Committee

Date	May 5, 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	Christine Smith, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

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

1. Monthly Activity Reports – For Information Only

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



Minutes of the meeting of the Corporate Services Committee

Date	May 5, 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	Christine Smith, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, 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. Amend Fees and Charges Bylaw

As part of a regular review, Financial Services compiles a list of suggested changes to the City's Fees and Charges as submitted by the management group. The Water and Waste Department has requested the introduction of new fees for the bulk sale of cured compost at a reduced rate. The new fees would enable larger volume purchasers to acquire more compost for a better price. The effect on revenue is expected to be minimal as the increase in sales should offset any reduction in expected total revenues. The new rates will be effective on June 1, 2014 to impact this growing season. If these changes are not approved, the effect would be the dilemma of growing output of compost as well as decreased revenues from compost sales.

Recommendation

THAT Bylaw 2014-22, a bylaw to amend the Fees and Charges Bylaw, be brought forward for due consideration under the bylaw process

2. Monthly Activity Reports – For Information Only

Activity reports for April 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.

Issues Arising from the Activity Reports

The Committee asked for additional information with respect to the security technology used by Business and Technology Systems to ensure the security of the City's computer systems.

Administration confirmed that names are randomly chosen from the City's List of Electors for use with the citizen survey. Those selected are advised by mail that they will be contacted by telephone surveyors to participate in a 15 to 20 minute survey. Statistically, with a random sample of between 400 and 500 participants, the City can be confident that any percentages quoted will be within plus or minus five percent of what the response would be from the entire population of Whitehorse 19 times out of 20.

3. Computer Security – For Information Only

Yolanda Beauchen addressed the Committee to state that computer viruses are a major issue. She encouraged the City to be vigilant in ensuring that adequate security measures are in place.

There being no further business, the meeting adjourned at 7:30 p.m.