



Minutes of the meeting of the Corporate Services Committee

Date December 1, 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
Mike Stevely, Acting Director of Corporate Services
Linda Rapp, Director of Community and Recreation Services
Mike Gau, Director of Development Services
Brian Crist, Director of Infrastructure and Operations
Valerie Anderson, Manager of Financial Services

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

1. Public Input Report – 2015 to 2018 Capital Expenditure Plan

Prior to the development of the 2015 to 2018 Capital Expenditure Plan Council committed to a strategy to expand opportunities for public input into the City's budgets. Measures to increase public input included a budget open house on October 1st, an information booth staffed by the Finance Department available throughout October, and an online budget tool. Following presentation of the Capital Budget on November 10th the budget was posted on the City's website, budget packages were available at all City facilities, and a date was advertised for public input.

Responses from the budget tool included five items related to the capital budget. Many of the submissions spoke to issues that will be addressed with the upcoming operating budget, including recycling, walking infrastructure, and winter commuting.

A delegation from the Whitehorse Chamber of Commerce attended the public input session and spoke in support of the building consolidation project. The Chamber provided a number of recommendations specific to this project.

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Committee members discussed a number of issues related to the capital projects proposed in this budget, including a preference for local purchase where possible and the need for continued public engagement. It was noted that the building consolidation project will be financed not from taxes but from reserves and outside sources including gas tax.

Recommendation

THAT Bylaw 2014-34, a bylaw to adopt the 2015 to 2018 Capital Expenditure Plan, be brought forward for second and third reading under the bylaw process.



Minutes of the meeting of the City Planning Committee

Date December 1, 2014

Location Council Chambers, City Hall

Committee Members Present
Councillor Kirk Cameron – Chair
Councillor Dave Stockdale – Vice Chair
Mayor Dan Curtis
Councillor Jocelyn Curteanu
Councillor Mike Gladish
Councillor Betty Irwin
Councillor John Streicker

Staff Present
Christine Smith, City Manager
Mike Stevely, Acting Director of Corporate Services
Linda Rapp, Director of Community and Recreation Services
Mike Gau, Director of Development Services
Brian Crist, Director of Infrastructure and Operations
Patrick Ross, Manager of Planning Services

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

1. Zoning Amendment – 7 Roundel Road

The potential purchaser of a parcel of land located at the intersection of Roundel and Burns Roads in Hillcrest has applied to change the zoning of the lot to allow for the development of a garden centre. The purchase is contingent on zoning approval. The property is currently zoned residential, and is located adjacent to an area that supports a mix of service commercial and light industrial uses. The Official Community Plan designates the area as Residential-Urban, a designation that supports residential land uses, community facilities, and neighbourhood serving commercial uses.

The proposed zoning is Comprehensive Neighbourhood Commercial (modified). A garden centre is not a permitted use in this zone, but would be added through a spot zone modification along with a requirement for a minimum front yard setback of four metres. This setback will allow for landscaping and aesthetic purposes along Roundel Road in accordance with the Hillcrest Neighbourhood Plan. If the zoning amendment is approved, a development agreement will regulate parking requirements, comprehensive landscaping, and a vegetative buffer along the western property boundary adjacent to the neighbouring residential zone.

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Due to the location of this property with respect to residential areas, the Committee discussed the need to expand the normal notification area to ensure that area residents are informed of this proposal.

Recommendation

THAT Bylaw 2014-33, a bylaw to change the zoning at 7 Roundel Road in Hillcrest to allow for the development of a garden centre, be brought forward for due consideration under the bylaw process.



Minutes of the meeting of the City Operations Committee

Date	December 1, 2014
Location	Council Chambers, City Hall
Committee Members Present	Councillor Betty Irwin – Chair Councillor Mike Gladish – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Dave Stockdale Councillor John Streicker
Staff Present	Christine Smith, City Manager Mike Stevely, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Brian Crist, Director of Infrastructure and Operations Dave Albisser, Manager of Water and Waste Services Dave Muir, Manager of Operations Wayne Tuck, Manager of Engineering Services

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

1. Snow and Ice Control Policy and Transportation Maintenance Policy

The City is responsible for the maintenance of public road rights-of-way within municipal boundaries. One part of this responsibility involves snow and ice control to provide vehicular and pedestrian access on roads and sidewalks on a priority basis, and another part involves remedial and repair work for streets, sidewalks and traffic control systems. The Snow and Ice Control Policy and the Transportation Maintenance Policy are revised every year in order to remain current with any changes that may have occurred such as new developments, or changes to City transit routes, emergency routes or levels of service. No major changes to either policy are proposed this year.

Administration confirmed that this policy only addresses that portion of the trail network for which the Operations Department has responsibility. A Trail Maintenance Policy is being developed by the Parks and Community Development Department to specifically address the maintenance of the trail network.

Recommendation

THAT the 2014 – 2015 Snow and Ice Control Policy and the 2015 Transportation Maintenance Policy be adopted as presented.

2. Contract Award – Well N4 By-pass Project

The 2014 Capital Budget includes funds for a project that will increase efficiency in the pumping of treated water into the distribution system during periods of low demand. The installation of a motorized valve on the water line will allow water to flow from Well 4N through the Selkirk Pump House into the Riverdale reservoir without the use of booster pumps. The project also includes electrical and control upgrades to the Selkirk Pump House and two other wells. Eight companies picked up the tender documents, and two bids were received. The low bidder is familiar with the scope of the work and the project objectives, and has the skills and ability to conduct the work successfully. The submitted tender prices were reasonable given the type of work being done under this contract. The project is funded by the Gas Tax Fund.

Recommendation

THAT the contract for the Well 4N By-Pass Project be awarded to Castle Rock Enterprises for a net cost to the City of \$373,495.00

3. Contract Award – Gatekeeping Operations

The gatehouse at the Waste Management Facility is operated for ten hours a day seven days a week. Gatehouse staff open and close the facility each day, operate the weigh scale, collect fees in accordance with City bylaws, and monitor and coordinate waste disposal at the site. Raven Recycling has provided the gatehouse function for many years, and the existing contract contains an inflation increase of 2% per year. The City is satisfied with the performance of the contractor, and the conditions and amount of the current contract provide good value for the City. Accordingly, a public tender for gatekeeping operations is not recommended at this time. The City and Raven Recycling are both agreeable to an extension of the contract.

Recommendation

THAT the Waste Management Facility Gatekeeping Operations contract with Raven Recycling be extended for the period from January 1st to December 31st, 2015 at a cost of \$176,658.00.

4. Contract Award – Transfer Station Operations

The transfer station at the Waste Management Facility allows the public to separate and dispose of domestic and construction waste, compostable and other controlled wastes at a central location away from the active landfill area. The transfer station operations contract provides for the supply, operation and maintenance of the large roll off style waste bins located adjacent the gatehouse.

Only one bid was received in response to a public tender issued in May of this year for transfer station operations, and that bid, from the existing contractor, was significantly higher than anticipated. As a result, the tender was cancelled and the existing contractor and the City agreed to an extension. A public tender for transfer station operations is not recommended at this time. The City and the contractor continue to be satisfied with the terms of the current contract and are mutually agreeable to a further extension for 2015.

Administration confirmed that it would take a minimum of a month to assess the industry and the local market in order to prepare new public tenders for both the transfer station and the gatekeeping contracts.

Recommendation

THAT the Waste Management Facility Transfer Station Operations contract with Tle'nax T'awei Group be extended for the period from January 1st to December 31st, 2015 at a cost of \$82,597.00.



Minutes of the meeting of the Community Services Committee

Date December 1, 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 Dave Stockdale
Councillor John Streicker

Staff Present
Christine Smith, City Manager
Mike Stevely, Acting Director of Corporate Services
Linda Rapp, Director of Community and Recreation Services
Mike Gau, Director of Development Services
Brian Crist, Director of Infrastructure and Operations

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

1. 12 Days to End Violence Against Women – For Information Only

Hillary Aitken and Peter Thompson from the Victoria Faulkner Women's Centre addressed the Committee to raise awareness of the 12 Days to End Violence Against Women campaign.

2. CCMARD Advisory Committee 2015 Action Plan

The Terms of Reference for the Canadian Coalition of Municipalities Against Racism and Discrimination Advisory Committee provide for the development of an annual action plan to guide the work of the Committee. Over the past few months committee members have discussed priorities and developed an Action Plan for 2015. The plan allows Council to see the issues that the advisory committee plans to address, and to ensure that these issues are aligned with the priorities established by Council.

Recommendation

THAT the 2015 Action Plan for the Canadian Coalition of Municipalities Against Racism and Discrimination Advisory Committee be adopted as presented.



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

Date December 1, 2014

Location Council Chambers, City Hall

Committee Members Present
Councillor Dave Stockdale – Chair
Councillor John Streicker – Vice Chair
Mayor Dan Curtis
Councillor Kirk Cameron
Councillor Jocelyn Curteanu
Councillor Mike Gladish
Councillor Betty Irwin

Staff Present
Christine Smith, City Manager
Mike Stevely, Acting Director of Corporate Services
Linda Rapp, Director of Community and Recreation Services
Mike Gau, Director of Development Services
Brian Crist, 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

Date	December 1, 2014
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Kirk Cameron – Vice Chair Mayor Dan Curtis Councillor Mike Gladish Councillor Betty Irwin Councillor Dave Stockdale Councillor John Streicker
Staff Present	Christine Smith, City Manager Mike Stevely, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Brian Crist, Director of Infrastructure and Operations

Your Worship, there is no report from the Development Services Committee

There being no further business, the meeting adjourned at 7:35 p.m.