

CITY OF WHITEHORSE
REGULAR Council Meeting #2015-23

DATE: Monday, November 9, 2015
TIME: 5:30 p.m.

Mayor Dan Curtis
Deputy Mayor Samson Hartland
Reserve Deputy Mayor Betty Irwin

AGENDA

CALL TO ORDER 5:30 p.m.

AGENDA: Adoption

PROCLAMATIONS:

MINUTES: Regular Council Meeting #2015-21 dated October 13, 2015
Special Council Meeting #2015-22 dated October 26, 2015

DELEGATIONS:

PUBLIC HEARING:

COMMITTEE

REPORTS:

Public Health & Safety – *Councillors Curteanu & Fendrick*

Christmas Foods for Fines Promotion

Development Services – *Councillor Irwin & Boyd*

Corporate Services – *Councillors Boyd & Woodcock*

Appointments to Ad Hoc Committees

Authorize Per Diems – AYC Orientation

City Planning – *Councillor Fendrick & Hartland*

Contract Award – Chadburn Lake Management Plan

City Operations – *Councillors Woodcock & Irwin*

Community Services – *Councillors Hartland & Curteanu*

2015 Fall Recreation Grants

Festivals & Special Events Grant Fund Recommendations

NEW & UNFINISHED

BUSINESS:

BYLAWS:

ADJOURNMENT:

MINUTES of **REGULAR** Meeting #2015-21 of the council of the City of Whitehorse called for 5:30 p.m. on Tuesday, October 13, 2015, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis
Councillors Jocelyn Curteanu
Mike Gladish
Betty Irwin
Dave Stockdale
John Streicker

ALSO PRESENT: City Manager Christine Smith
Director of Community Services Linda Rapp
Director of Development Services Mike Gau
Acting Director of Infrastructure and Operations Dave Albisser
Manager of Legislative Services Jeff O'Farrell

Mayor Curtis called the meeting to order at 5:30 p.m.

CALL TO ORDER

2015-21-01

It was duly moved and seconded
THAT the agenda be adopted as presented.

AGENDA

Carried Unanimously

Mayor Curtis proclaimed the week of October 19 to 25, 2015 to be
Waste Reduction Week in the City of Whitehorse.

PROCLAMATION

2015-21-02

It was duly moved and seconded
THAT the minutes of the special council meeting dated September 28,
2015 be adopted as presented.

MINUTES

September 28, 2015

Carried Unanimously

2015-21-03

It was duly moved and seconded
THAT the minutes of the regular council meeting dated September 28,
2015 be adopted as amended with the addition of a notation that some
members of the Persons with Disabilities Advisory Committee toured
the site of the Main Street Improvements Project and indicated no
concerns with the design as proposed.

MINUTES

September 28, 2015

Carried Unanimously

COMMITTEE REPORTS

Development Services Committee

There was no report from the Development Services Committee.

Corporate Services Committee

Michael Janssen-Breidahl addressed the Committee to request that the rules regarding delegations to council be modified to allow delegates 15 minutes for their presentations.

DELEGATE
Extend Delegation Time
For Information Only

The Committee was advised that the 2014 Annual Report is now available on the City's website and at City Hall.

2014 ANNUAL REPORT
For Information Only

The public was advised that the Advance Poll will be held in the front foyer at City Hall on Thursday, October 8th. The poll will be open from 8:00 a.m. to 8:00 p.m.

On Election Day on October 15th, most polls around the City will be open from 8:00 a.m. to 8:00 p.m., with additional polls at some locations open for more limited hours. Mobile polls will attend at pre-scheduled times at various institutions, and will be available for residential visits for disabled electors upon request.

ELECTIONS UPDATE
For Information Only

A complete list of poll locations is posted on the City's website, in the local papers, and on bulletin boards at various City facilities.

The public was also reminded that the system being used this year will allow electors to vote at any location convenient to them on Election Day, and that several polls are being set up in places where people normally congregate. All eligible electors are encouraged to take advantage of the opportunities provided to cast their ballot.

Some members of council thanked their families for support given during this term of office.

THANKS GIVEN
For Information Only

The Mayor advised that citizen appointments to various advisory committees will be made by the incoming council. It is anticipated that these appointments will be made at the new council's first regular meeting on November 9th.

ADVISORY COMMITTEE
APPOINTMENTS
For Information Only

City Planning Committee

There was no report from the City Planning Committee

City Operations Committee

There was no report from the City Operations Committee

No Report

Community Services Committee

Mayor Curtis proclaimed October to be *Disability Employment Awareness Month* and October 15th to 25th to be *National Teen Driver Safety Week* in the City of Whitehorse.

PROCLAMATIONS

Michael Janssen-Breidahl thanked Council for widening the deck of the Robert Campbell Bridge. He stated that the bridge is now safer for vehicles, bikers and pedestrians, and the risk of accidents is much lower.

BRIDGE WIDENING
For Information Only

Committee members highlighted a number of community events and activities including:

- The first annual Kidney Walk;
- The Sisters in Spirit Walk and a renewed call for action on an inquiry into missing aboriginal women;
- The annual Canadian National Institute for the Blind Walk;
- The “Speed Dating with Candidates” event;
- This is National Family Week; and
- Events marking the 10th Anniversary of the Canada Games Centre

COMMUNITY EVENTS
AND ACTIVITIES
For Information Only

A Committee member noted that some concerns have been expressed with respect to the Community Services Grant Policy and the principle that one size fits all with respect to grant conditions.

GRANTS POLICY
For Information Only

Public Health and Safety Committee

There was no report from the Public Health and Safety Committee

No Report

BYLAWS

2015-21-04

It was duly moved and seconded
THAT Bylaw 2015-28, a bylaw to authorize the disposition of a parcel
of land and a portion of undeveloped 7th Avenue road right-of- way in
the Downtown area, having been read a first and second time, now be
given third reading.

Carried Unanimously

BYLAW 2015-28
AUTHORIZE LAND
DISPOSITION
THIRD READING

Council members expressed their appreciation for the support received
from other Council members and City staff during the past three years
as this Council worked to serve the community.

APPRECIATION
For Information Only

There being no further business, the meeting adjourned at 5:55 p.m.

ADJOURNMENT

Mayor

City Clerk

ADOPTED by resolution at Meeting #2015-

MINUTES of **SPECIAL** Meeting #2015-22 of the Council of the City of Whitehorse called for 5:30 p.m. on Monday, October 26, 2015, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis
Councillors Dan Boyd
Jocelyn Curteanu
Robert Fendrick
Samson Hartland
Betty Irwin
Roslyn Woodcock

ALSO PRESENT: City Manager Christine Smith
Director of Community and Recreation Services Linda Rapp
Director of Development Services Mike Gau
Director of Infrastructure and Operations Peter O’Blenes
Manager of Legislative Services Jeff O’Farrell

GUESTS: Justice of the Peace Valerie Braga

The meeting was called to order at 5:30 p.m.

CALL TO ORDER

The Manager of Legislative Services introduced the newly elected Mayor and members of the 2015 to 2018 municipal council

INTRODUCTIONS

Justice of the Peace Valerie Braga conducted the swearing-in ceremony, which saw the Mayor and each Councillor take the Oath of Office and then simultaneously cite the Oath of Allegiance and the Oath of Athens.

SWEARING IN CEREMONIES

Mayor Curtis welcomed all members of council and identified some of the challenges and opportunities awaiting them during their term of office.

WELCOME ADDRESS

2015-22-01

It was duly moved and seconded THAT Deputy Mayor appointments for the first year of this council’s term of office be approved as follows:

Councillor Hartland	October 27 to December 31, 2015
Councillor Woodcock	January 1 to February 29, 2016
Councillor Curteanu	March 1 to April 30, 2016
Councillor Fendrick	May 1 to June 30, 2016
Councillor Irwin	July 1 to August 31, 2016
Councillor Boyd	September 1 to October 31, 2016

DEPUTY MAYOR APPOINTMENTS

.../continued

2015-22-01 (Continued)

AND THAT Reserve Deputy Mayor appointments for the first year of this term of office be approved as follows:

Councillor Irwin October 27, 2015 to April 30, 2016
Councillor Woodcock May 1 to October 31, 2016

RESERVE
DEPUTY MAYOR
APPOINTMENTS

Carried Unanimously

2015-22-02

It was duly moved and seconded
THAT the following Chair and Vice-Chair appointments be approved for Standing Committees for the period from October 27, 2015 to October 31, 2016:

<u>Committee</u>	<u>Chair</u>	<u>Vice-Chair</u>
Corporate Services	Councillor Boyd	Councillor Woodcock
City Planning	Councillor Fendrick	Councillor Hartland
Development Services	Councillor Irwin	Councillor Boyd
City Operations	Councillor Woodcock	Councillor Irwin
Community Services	Councillor Hartland	Councillor Curteanu
Public Health and Safety	Councillor Curteanu	Councillor Fendrick

STANDING
COMMITTEE
CHAIR & VICE-CHAIR
APPOINTMENTS

Carried Unanimously

There being no further business, the meeting adjourned at 6:05 p.m.

ADJOURNMENT

Mayor

Clerk

ADOPTED by resolution at meeting #2015- 23 dated



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

Date	November 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Robert Fendrick – Electronic Participation Councillor Samson Hartland Councillor Betty Irwin Councillor Roslyn Woodcock
Absent	Councillor Boyd
Staff Present	Linda Rapp, Acting City Manager Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Dave Pruden, Manager of Bylaw Services

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

1. Christmas Food for Fines Promotion

To demonstrate goodwill and community spirit, Bylaw Services is proposing a Food for Fines program for the 2015 Christmas season as a means of contributing to citizens who are less fortunate. The Food for Fines program has operated successfully for several years, providing food for the Food Bank and Kaushee’s Place.

The program will allow the option of donating food items in lieu of ticket payments to persons who receive tickets for parking meter violations between December 4th and 11th this year. Non-perishable food items will be accepted in lieu of ticket payments as long as the value of food items contributed is equal to or greater than the value of the ticket.

As this initiative requires promotional support and advertising in order to obtain full participation from the public, early approval is requested to allow for the most successful communication and results.

Recommendation

THAT the 2015 Christmas Food for Fines Program be approved; and

THAT a grant not exceeding \$10,000.00 for parking meter ticket fines issued between December 4th and December 11th, 2015 be approved to the Food Bank and Kaushee's Place as part of the Christmas Food for Fines promotion.

2. Quarterly Activity Report – For Information Only

Activity reports for August to October 2015 were received from Bylaw Services and the Fire Department.



Minutes of the meeting of the Development Services Committee

Date	November 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor Betty Irwin – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick – Electronic Participation Councillor Samson Hartland Councillor Roslyn Woodcock
Absent	Councillor Boyd
Staff Present	Linda Rapp, Acting City Manager Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services

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

1. Quarterly Activity Reports – For Information Only

Activity reports for August to October 2015 were received from the Director of Development Services and the Economic Development and Environmental Sustainability Departments.



Minutes of the meeting of the Corporate Services Committee

Date	November 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick – Electronic Participation Councillor Samson Hartland Councillor Betty Irwin
Absent	Councillor Boyd
Staff Present	Linda Rapp, Acting City Manager Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services

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

1. Authorize Per Diems – AYC New Council Orientation

Council’s Expense Policy provides that in order for any per diem to be paid to any councillor, prior approval of the mayor or council is required. Two councillors have indicated their intention to attend the Association of Yukon Communities – Newly Elected Officials Orientation to be held in Whitehorse in November.

Recommendation

THAT per diem expenses be authorized for Councillors Curteanu and Woodcock to attend the Association of Yukon Communities – Newly Elected Officials Orientation meetings to be held in Whitehorse in November, funded from their individual councillor-initiated accounts.

2. Appointments to Committees

Advisory committees have been established to assist council in making decisions regarding accessibility and inclusion issues, strengthening policies to counter all forms of discrimination, and achieving the Trail Plan guiding principles of sustainability, inclusiveness, diversity and accessibility. Advisory committees require the appointment of council members, municipal staff, and citizens.

Over the years council has also made appointments to various other community committees. These committees vary in nature and composition. Some require the appointment of a council member and some require the appointment of a staff member.

Recommendation #1

THAT the following council member appointments to ad hoc committees be approved:

Association of Yukon Communities	(1) Mayor Curtis (2) Councillor Hartland
CCMARD Advisory Committee	Councillor Fendrick
Federation of Canadian Municipalities	Mayor Curtis
Persons with Disabilities Advisory	Councillor Curteanu
Trail and Greenways Committee	Councillor Woodcock
Whitehorse Chamber of Commerce	Councillor Boyd
Whitehorse Housing Advisory Board	Councillor Irwin

Recommendation #2

THAT the following council member appointments to special committees be approved:

Budget Committee	Mayor and all Council
City Manager's Evaluation	Mayor and all Council
Emergency Measures Commission	(1) Mayor Curtis (2) Current Deputy Mayor

Recommendation #3

THAT the following staff appointments to ad hoc committees be approved:

CCMARD Advisory Committee	Linda Rapp
Persons with Disabilities Advisory Committee	Christine Smith
Planning Group on Homelessness	Linda Rapp
Reciprocal Insurance Exchange	Valarie Braga
Trail and Greenways Advisory Committee	(1) Doug Hnatiuk (2) Dave Pruden (3) Darcy McCord

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Yukon Energy Partners	Shannon Clohosey
Yukon Housing Action Plan Implementation Committee	Mike Gau
Yukon Intergovernmental Committee on Environmental Sustainability	Shannon Clohosey

Recommendation #4

THAT Lillian Nakamura Maguire, Fumi Torigai and Rod Snow be re-appointed to the Canadian Coalition of Municipalities Against Racism and Discrimination Advisory Committee for a term to expire on October 31, 2017; and

THAT Reem Girgrah be appointed to the Canadian Coalition of Municipalities Against Racism and Discrimination Advisory Committee for a term to expire on October 31, 2017.

Recommendation #5

THAT Lisa Rawlings Bird and Jenny Roberts be re-appointed to the Persons with Disabilities Advisory Committee for a term to expire on October 31, 2016; and

THAT Alan Macklon, Christine Spencer, Colette Acheson and Hans Herdes be appointed to the Persons with Disabilities Advisory Committee for a term to expire on October 31, 2016.

Recommendation #6

THAT Mike Ivens, Mark Daniels and Ken Sylvestre be re-appointed to the Whitehorse Trail and Greenways Advisory Committee for a term to expire on October 31, 2016; and

THAT Craig Van Lankveld be appointed to the Whitehorse Trail and Greenways Advisory Committee for a term to expire on October 31, 2016.

3. Quarterly Activity Reports – For Information Only

Activity reports for August to October 2015 were received from the City Manager, Business and Technology Systems, Financial Services, Human Resources, Legislative Services and Strategic Communications Departments

Issues Arising from the Activity Reports

Administration provided details with respect to the innovations implemented at the municipal election and noted that the changes resulted in an 18% increase in the number of electors who voted at the municipal level.



Minutes of the meeting of the City Planning Committee

Date	November 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick – Electronic Participation Councillor Betty Irwin Councillor Roslyn Woodcock
Absent	Councillor Boyd
Staff Present	Linda Rapp, Acting City Manager Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Patrick Ross, Manager of Planning Services

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

1. Contract Award – Chadburn Lake Park Management Plan

The City released a request for proposals for the development of a Chadburn Lake Park Management Plan. Three proposals were received and reviewed by an internal committee. One company had the best proposal in three of four technical categories, and also had the highest score in both the local preference and adjusted fees criteria.

Recommendation

THAT the contract for the preparation of a Chadburn Lake Park Management Plan be awarded to 3Pikas Development Studio Inc. in the amount of \$33,243.60.

2. Quarterly Activity Reports – For Information Only

An activity report for August to October 2015 was received from the Planning and Building Services Department.

Issues Arising from the Activity Report

Administration advised that the Miles Canyon Suspension Bridge is the responsibility of the Territorial Government and is not included in the planning process for the area.

The schedule for the replacement of the Schwatka Lake boat launch is subject to the availability of external funding sources such as Gas Tax Funds.



Minutes of the meeting of the City Operations Committee

Date	November 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick – Electronic Participation Councillor Samson Hartland
Absent	Councillor Boyd
Staff Present	Linda Rapp, Acting City Manager Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services

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

1. Quarterly Activity Reports – For Information Only

Activity Reports for August to October 2015 were received from the Engineering, Operations, and Water and Waste Services Departments.

Issues Arising from the Activity Reports

Administration advised that the infrastructure improvements for the Hillcrest area are a work in progress at this time and the project is not yet funded. It is anticipated that it will be some years before construction can begin.



Minutes of the meeting of the Community Services Committee

Date	November 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Robert Fendrick – Electronic Participation Councillor Betty Irwin Councillor Roslyn Woodcock
Absent	Councillor Boyd
Staff Present	Linda Rapp, Acting City Manager Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Krista Mroz, Manager of Recreation and Facility Services Douglas Hnatiuk, Manager of Parks and Community Development

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

1. Fall Recreation Grants

The Recreation Grant Task Force reviewed applications for fall recreation grants in accordance with the provisions of the Recreation Grant Policy. A total of \$70,586.00 remains available for Category 1 Recreation Grants at the fall granting session, and seven applications were received. The Community Lottery Fund provided \$147,600 for recreation grants in 2015. The application from the Disc Golf Association was rejected because there were gaps in the information provided, and the Association will be offered assistance with the preparation of future grant applications.

Recommendation

THAT the allocation of \$36,100.00 for Category 1 Recreation Grants be approved as recommended by the Recreation Grant Task Force; and

THAT any unexpended recreation grant funds, as well as any refunds received prior to year-end, be authorized for re-budgeting to 2016.

2. Festivals and Special Events Grants

An internal committee reviewed the Festivals and Special Events Fund applications for projects occurring between January and June of 2016. Nine applications were rated by the committee using the criteria outlined in the Festivals and Special Events Policy. Each application was carefully analysed and recommendations for both financial and in-kind support were made in accordance with the policy. In-kind requests were looked at critically to ensure they can be accommodated within the regular operating hours of the affected Departments. Consideration was also made for two signature events that were approved for multi-year funding in 2013 with additional funding recommended accordingly, and the committee unanimously agreed to carry over \$5,000 to the January deadline for one signature event for which the date has been changed in 2016. Funds for the approved grants will be released in the 2016 budget.

Recommendation

THAT the Festivals and Special Events grant allocations for January to June, 2016 be approved as presented in the amount of \$77,422.00, including both cash and in-kind support, funded by the 2016 Operating Budget.

3. Quarterly Activity Reports – For Information Only

Activity Reports for August to October 2015 were received from the Director of Community and Recreation Services, Parks and Community Development, Recreation and Facility Services, and the Transit Services Department.

Issues Arising from the Activity Reports

Administration provided an update on discussions with the Government of Yukon with respect to Handy Bus operations. Taxi-script is being considered as an alternative to the traditional model, and options for the future are being explored.

There being no further business, the meeting adjourned at 6:35 p.m.

Adopted at the regular council meeting on

Mayor

City Clerk