



Minutes of the meeting of the Community Services Committee

Date	June 20, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Robert Fendrick Councillor Betty Irwin Councillor Roslyn Woodcock
Staff Present	Christine Smith, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Shannon Clohosey, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Norma Felker, Acting Manager of Legislative Services

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

1. Trail Maintenance Policy Revisions

The City is responsible for the maintenance of a network of trails within municipal boundaries as developed through the 2007 Trail Plan. Following adoption of the Trail Plan, a Trail Maintenance Policy was developed to set standards for trails within four designated priorities. The policy was thoroughly reviewed last year, and is being brought forward at this time to address some minor housekeeping issues and the addition of a new section dealing with rogue trail building.

Keith Lay addressed the Committee on behalf of Active Trails Whitehorse Association to suggest that the new section amounts to a rogue trail approval process. He questioned the intent to consult and cooperate with rogue trail builders rather than apply the more stringent terms of the Parks and Public Open Space Bylaw, and asked that the proposed changes to the policy be rejected.

Recommendation

THAT the revised Trail Maintenance Policy dated June 2016 be adopted as presented.



Minutes of the meeting of the Public Health and Safety Committee

Date	June 20, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Robert Fendrick – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Samson Hartland Councillor Betty Irwin Councillor Roslyn Woodcock
Staff Present	Christine Smith, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Shannon Clohosey, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Norma Felker, Acting Manager of Legislative Services

Your Worship, there is no report from the Public Health and Safety Committee



Minutes of the meeting of the Development Services Committee

Date	June 20, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Betty Irwin – Chair Councillor Dan Boyd – Vice-Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Samson Hartland Councillor Roslyn Woodcock
Staff Present	Christine Smith, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Shannon Clohosey, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Norma Felker, Acting Manager of Legislative Services

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



Minutes of the meeting of the Corporate Services Committee

Date	June 20, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Roslyn Woodcock – Vice-Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Samson Hartland Councillor Betty Irwin
Staff Present	Christine Smith, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Shannon Clohosey, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Norma Felker, Acting Manager of Legislative Services

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

1. 2015 Financial Statements

The City’s Auditors have completed their review of the 2015 Financial Statements, schedules and notes. They confirm that these statements present fairly the financial position of the City of Whitehorse as at December 31, 2015. The City’s overall financial position has remained largely consistent with 2014 and all 2015 financial benchmarks are positive. Total revenue for 2015 was with 0.8% of budget while expenses were 5.13% below budget, resulting in a deficit significantly below what was budgeted.

The City’s water and sewer services are operated as a separate utility. This means that it is necessary to break out the operating costs. In order to maintain the separation between taxpayer-funded activities and the operations of the utility, the deficit must be funded by rate payers.

Recommendation

THAT the audited City of Whitehorse 2015 Financial Statements be approved as presented, and

THAT the Water and Sewer Fund deficit of \$229,646 be funded from the Water and Sewer Reserve.

2. Amend Fees and Charges Bylaw – 2nd Quarter Changes

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. Second quarter changes are recommended to increase the fees for commercial organics collection and to clarify the description for inspection cost charges.

Recommendation

THAT Bylaw 2016-24, a bylaw to amend the Fees and Charges Bylaw with respect to second quarter changes, be brought forward for due consideration under the bylaw process.



Minutes of the meeting of the City Planning Committee

Date June 20, 2016

Location Council Chambers, City Hall

Committee Members Present
Councillor Robert Fendrick – Chair
Councillor Samson Hartland – Vice-Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Jocelyn Curteanu
Councillor Betty Irwin
Councillor Roslyn Woodcock

Staff Present
Christine Smith, City Manager
Douglas Hnatiuk, Acting Director of Community and Recreation Services
Shannon Clohosey, Acting Director of Development Services
Peter O’Blenes, Director of Infrastructure and Operations
Valerie Braga, Chief Financial Officer
Norma Felker, Acting Manager of Legislative Services
Patrick Ross, Manager of Planning Services

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

1. Official Community Plan Amendment – Cousins Airfield Road

The owner of the property located at 19 Cousins Airfield Road has applied to amend the land use designation to allow for country residential development. The current designation of Service Commercial has been in place since 2002, but the lack of highway frontage combined with the existing residential uses make development for commercial purposes difficult.

The owner now wishes to sell the property, and has determined that there is no interest in this land for commercial purposes. However, a strong interest has been indicated as a residential property.

If a change in land use designation is approved through the Official Community Plan amendment process, the next step will be an application to rezone the property to allow for country residential use.

Recommendation

THAT Bylaw 2016-30, a bylaw to amend the Official Community Plan to change the land use designation of the property located at 19 Cousins Airfield Road, be brought forward for due consideration under the bylaw process.

2. Zoning Amendment – Whistle Bend Future Phases

Most of the zoning for Whistle Bend was in place by 2012, but as the neighbourhood is built out design changes are being made to reflect engineering requirements, better planning solutions, and market conditions. Changes made last year to Phase 3 have partially driven the need for changes to Phase 4, and new zoning is now being brought forward for consideration. The proposal is to remove all existing zoning beyond Phase 3 and introduce new zoning for Phase 4.

Phase 4 includes the area immediately west of Casca Boulevard and south of a previously constructed force main, and allows for a wide variety of residential uses. A broad mix of housing allows residents to “age in place” and has the socio-economic benefit of mixing a range of income levels and demographics within a neighbourhood.

Phase 4 is located very close to the Whistle Bend core, so the mix includes numerous high density residential lots, which helps the viability of both commercial opportunities and transit service. The design also includes a “green street” in which single family houses face onto a landscaped green corridor with a walking path instead of a typical residential street. Parking is available from expanded laneways. An area for a new lift station has also been included to accommodate adjusted phasing boundaries.

Recommendation

THAT Bylaw 2016-25, a bylaw to amend the zoning for Phase 4 and future phases of Whistle Bend, be brought forward for due consideration under the bylaw process.



Minutes of the meeting of the City Operations Committee

Date	June 20, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Samson Hartland
Staff Present	Christine Smith, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Shannon Clohosey, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Norma Felker, Acting Manager of Legislative Services Richard Graham, Acting Manager of Operations Taylor Eshpeter, Acting Manager of Engineering Services

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

1. Sole-source Request – Transit Bus Mid-life Rebuild

Maintenance of the transit fleet includes provisions for the mid-life rebuild of each unit to extend consistent fleet operation through to replacement of the unit. Transit Bus 33 is nearing the stage where a mid-life rebuild will be required. As this unit is currently undergoing collision repairs in an authorized service and repair facility, timing a rebuild in conjunction with the repair work would be cost effective and would also reduce future service interruptions. The repair company was invited to submit an estimate for a mid-life rebuild in conjunction with the accident repairs before the unit returns to Whitehorse. The matter is coming before council as the procurement method would be a sole-source contract. Funding for this work is available in the 2016 approved capital budget.

Recommendation

THAT a sole source contract be approved for the mid-life rebuild of Transit Bus 33; and
THAT the contract for the mid-life rebuild of Transit Bus 33 be awarded to Prevost Richmond for a cost to the City not to exceed \$96,229.62.

2. Contract Award – Rural Road Resurfacing Project

The City's Bituminous Surface Treatment (B.S.T.) program surfaces local subdivision roads that are currently gravel, and resurfaces roads where the surface has failed. The average service life of a B.S.T. surface is eight years, but B.S.T. is not designed to weather the constant turning, stopping and starting movements associated with intersections. Therefore, intersections must be surfaced with hot-mix asphalt.

The 2016 project will apply B.S.T. on selected areas of Miles Canyon Road, Salmon Trail, Fireweed Drive and Crocus Place after rehabilitative grading and drainage improvements have been completed by the City's Transportation crew. Two bids were received in response to the tender issued, and the prices are lower than anticipated due to the competitive market. Administration plans to issue an additional tender for rural road upgrades to take advantage of the competitive pricing and make use of the full amount allocated in the budget.

The review committee unanimously agreed that the low bidder is familiar with the scope of the work and the project objectives, and has the knowledge and skills to complete the work successfully.

Recommendation

THAT the construction contract for the 2016 Rural Roads Surfacing Project be awarded to Castle Rock Enterprises for a net cost to the City of \$213,207.55.

3. Contract Awards – Winter Road Maintenance Supplies

The 2016 operating budget includes funds for the supply of crushed sand and road salt required for winter road maintenance.

Five companies picked up the tender documents for the supply of crushed sand, and one bid was received. The sole bid meets tender specifications and is within budget.

Four companies picked up the tender documents for the supply of road salt and two bids were received. The low bid meets tender specifications and is within budget.

Recommendation

THAT the contract for the supply of 14,000 tonnes of 10mm Crushed Sand be awarded to Skookum Asphalt Ltd. in the amount of \$140,500.00; and

THAT the contract for the supply of 500 tonnes of Road Salt be awarded to Canadian Lynden Transport Co. in the amount of \$182,440.00.

