



Minutes of the meeting of the Community Services Committee

Date	July 4, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Deputy Mayor Betty Irwin Councillor Dan Boyd Councillor Robert Fendrick Councillor Roslyn Woodcock
Absent	Mayor Dan Curtis Councillor Jocelyn Curteanu
Staff Present	Christine Smith, City Manager Linda Rapp, 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 Jeff O’Farrell, Manager of Legislative Services Marc Boulерice, Acting Manager of Parks and Community Development

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

1. Amend Parks Maintenance Budget

Through the Jan Montgomery Fund, the Yukon Foundation has assisted the City for many years with funding for amenities and features that beautify the City. This year the Foundation has awarded a grant to assist with the costs of commissioning an artist to design and fabricate a bicycle rack to facilitate the need for increased bicycle storage in the downtown area. The bicycle rack will be placed in a prominent location on Main Street and will serve as functional public art. The grant increases the operating budget for Parks Maintenance, and therefore a budget amendment is required.

Recommendation

THAT the 2016 operating budget be amended by increasing the operating revenue for Parks Maintenance in the amount of \$6,106.04 and increasing the operating expenses for Parks Maintenance in the amount of \$6,106.04, funded by a contribution from the Yukon Foundation Jan Montgomery Fund.



Minutes of the meeting of the Public Health and Safety Committee

Date	July 4, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Robert Fendrick – Chair Deputy Mayor Betty Irwin Councillor Dan Boyd Councillor Samson Hartland Councillor Roslyn Woodcock
Absent	Mayor Dan Curtis Councillor Jocelyn Curteanu
Staff Present	Christine Smith, City Manager Linda Rapp, 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 Jeff O’Farrell, Manager of Legislative Services

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

1. Persons with Disabilities Advisory Committee

The Persons with Disabilities Advisory Committee meets on a regular basis to discuss areas of concern with regard to accessibility and inclusion issues. The committee makes recommendations to council to promote recognition of the needs of persons with disabilities and to improve facilities and services to meet those needs. The Committee has completed an annual review of their terms of reference and has recommended a number of minor revisions to improve clarity. The Committee is also requesting that Council replace a current committee member for failing to attend meetings as required, and to authorize the recruitment of new members.

Recommendation

THAT the revised Terms of Reference for the Persons with Disabilities Advisory Committee dated June 2016 be adopted as presented; and

THAT Christine Spencer be removed from membership on the Persons with Disabilities Advisory Committee, and that advertising for new members be initiated.



Minutes of the meeting of the Development Services Committee

Date	July 4, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Deputy Mayor Betty Irwin Councillor Robert Fendrick Councillor Samson Hartland Councillor Roslyn Woodcock
Absent	Mayor Dan Curtis Councillor Jocelyn Curteanu
Staff Present	Christine Smith, City Manager Linda Rapp, 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 Jeff O’Farrell, Manager of Legislative Services Taylor Eshpeter, Assistant City Engineer Edward Duru, Policy Analyst

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

1. Servicing Standards Policy

The City’s Servicing Standards Manual was initially adopted in 1991, and was formally updated in 1995 and again in 2007. The standards contained in the manual are used by developers, contractors, consultants, utility companies, and the City for the design and construction of municipal infrastructure within City boundaries. The manual is a lengthy and technical document that needs to be updated on a regular basis to address technical gaps and changes in federal, territorial and industry standards. To facilitate the process of keeping the manual up to date and ensure that design and construction standards follow the required guidelines, a new Servicing Standards Policy is proposed that separates the manual from the policy. The policy provides a standardized, efficient and transparent process for regular review and updating of the manual.

Recommendation

THAT the Servicing Standards Policy dated June 2016 be adopted as presented; and
THAT the Servicing Standards Policy dated February 2007 be repealed.



Minutes of the meeting of the Corporate Services Committee

Date	July 4, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Roslyn Woodcock – Vice-Chair Deputy Mayor Betty Irwin Councillor Robert Fendrick Councillor Samson Hartland
Absent	Mayor Dan Curtis Councillor Jocelyn Curteanu
Staff Present	Christine Smith, City Manager Linda Rapp, 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 Jeff O’Farrell, Manager of Legislative Services

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



Minutes of the meeting of the City Planning Committee

Date	July 4, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Robert Fendrick – Chair Councillor Samson Hartland – Vice-Chair Deputy Mayor Betty Irwin Councillor Dan Boyd Councillor Roslyn Woodcock
Absent	Mayor Dan Curtis Councillor Jocelyn Curteanu
Staff Present	Christine Smith, City Manager Linda Rapp, 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 Jeff O’Farrell, Manager of Legislative Services Kinden Kosick, Planner 2 Wayne Tuck, City Engineer Nick Marnik, Subdivision and Lands Coordinator

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

1. Development Incentive Application – 35 Tarahne Way

The Development Incentives Policy was adopted to encourage the development of rental housing, mixed-use development, and supportive housing. Under this policy, developments that meet the specified criteria are eligible for a yearly monetary grant from the City, the value of which is based on the increase in the taxation rate due to the improvements on the property. A major development incentive grants a developer a ten-year incentive to a maximum of \$500,000. It is authorized through a development agreement and implemented through a grant to the property owner after taxes have been paid in full.

The owner of the property at 35 Tarahne Way in Whistle Bend has applied for a major development incentive to construct a 42-unit rental housing development constructed as three buildings. The project meets the criteria for a major development incentive, and a development agreement is being brought forward for council approval.

Kristina Kane, Chief of the Ta'an Kwäch'än Council, and Ben Asquith of the Da Daghay Development Corporation, spoke in support of the project and provided details on its history, scope and schedule.

Recommendation

THAT a development agreement with Da Daghay Development Corporation be approved with respect to a major development incentive for rental housing units at 35 Tarahne Way in Whistle Bend.

2. Land Exchange Agreement – Municipal Operations Building

Administration has negotiated with NorthwesTel to provide access and utility services to the new Municipal Operations Building site through NorthwesTel's adjacent parcel. The proposed agreements provide for access to the site in exchange for a portion of the lands leased from YG. The Land Exchange Agreement considers two separate processes to address the City's short and long term tenure to the leased lands. In the first scenario, NorthwesTel grants the City an access and utility easement to cross their lot in return for the City granting NorthwesTel a sublease at a nominal rate for a portion of the lands leased from YG.

The second scenario contemplates an arrangement that would follow transfer of title of the leased lands to the City from YG. This involves subdivision and title transfer of the access road and the sublease area for nominal considerations. The City will bear the costs to undertake these processes. The agreements specify the work and services the City will undertake to install the access road and to compensate NorthwesTel for impacts on their operations and property. A bylaw to authorize a Land Exchange Agreement, Sub-Lease Agreement and an Easement Agreement is now being brought forward for council approval.

Recommendation

THAT Bylaw 2016-32, a bylaw to authorize a Land Exchange Agreement, Sub-lease Agreement and Easement Agreement with NorthwesTel Inc. to facilitate access and services to the Municipal Operations Building site, be brought for due consideration under the bylaw process.



Minutes of the meeting of the City Operations Committee

Date	July 4, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Deputy Mayor Betty Irwin Councillor Dan Boyd Councillor Robert Fendrick Councillor Samson Hartland
Absent	Mayor Dan Curtis Councillor Jocelyn Curteanu
Staff Present	Christine Smith, City Manager Linda Rapp, 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 Jeff O’Farrell, Manager of Legislative Services Taylor Eshpeter, Assistant City Engineer

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

1. Contract Award – Curb-side Recycling Services

The City released a Request for Proposals to provide a residential curb-side recycling and collection service. This service would cover the full cost to collect and process recyclables from residents currently receiving waste and organics collection from the City. Two proposals were received and evaluated.

Awarding this contract will involve additional expenses to the City, including the costs of an implementation program, a waste diversion education program, and annual costs for program administration. Additional steps would also be required, including bringing forward an amendment to the capital budget to purchase recycling carts, as well as amendments to the Waste Management Bylaw, the Fees and Charges Bylaw, and the Solid Waste Diversion Credit Policy.

The highest rated proposal meets the requirements of the request for proposals and the evaluation committee unanimously agreed that the contractor has the knowledge and experience to perform the services.

The benefit of a contract for recycling is that it will help ensure that Whitehorse residents can continue to recycle for the duration of the contract. However, the final price is significantly higher than anticipated and falls outside the target approved provisionally by Council for 2017. Additionally, there is considerable uncertainty around the whole recycling issue in light of the recent changes announced to the Beverage Container Regulations and the Designated Materials Regulations.

Recommendation

THAT the procurement for a residential curb-side recycling and collection service be cancelled.

2. Contract Award – Porter Creek Connector Path Phase 2

The development of sidewalk and asphalt commuter paths within the City is supported by a number of City plans. The purpose is to install sidewalks and asphalt paths to provide safe and accessible connections for commuters between residential areas, public facilities and the downtown core.

The asphalt commuter path project is the construction of new paved bike/pedestrian trails to connect neighbourhoods and provide an active transportation option that avoids arterial roadways where possible. This project will see the construction of the second of three phases to connect Takhini North to Porter Creek with a paved asphalt path.

Two bids were received in response to a tender issued. The low bidder is familiar with the scope of the work and has the knowledge and experience to complete the work successfully. The prices submitted are reasonable and there are sufficient funds in the budget, funded entirely through the Federal Gas Tax Program.

Recommendation

THAT the construction contract for the Porter Creek Connector Path – Phase 2 project be awarded to Skookum Asphalt Ltd. for a net cost to the City of \$114,800.00.

There being no further business, the meeting adjourned at 7:06 p.m.

Adopted at the regular council meeting on July 11th, 2016

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk