



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	November 20, 2017
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Roslyn Woodcock – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Betty Irwin
<b>Absent</b>	Councillor Samson Hartland
<b>Staff Present</b>	Mike Gau, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mélodie Simard, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Lindsay Schneider, Manager of Financial Services Geoff Quinsey, Manager of Water and Waste Services Myles Dolphin, Acting Manager of Strategic Communications

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

**1. Third Quarter Capital Variance Report – For Information Only**

Department managers reviewed their planned capital spending as part of the City's third quarter variance reporting. Most projects are proceeding as planned and some are expected to be completed by the end of the year. Some will be carried forward into 2018 due to being multi-year projects or delivery occurring in 2018.

Based on submissions from Department Managers, it is anticipated that there will be approximately \$52 million in projects being carried over from 2017 to 2018, of which \$42 million are in relation to the Operations Building.

**2. Third Quarter Operating Variance Report – For Information Only**

Operating budget projections submitted by Department Managers were reviewed by the Financial Services Department. The 2017 third quarter variance projection shows that

total operating revenues will be over budget by \$50,736 and expenses will be under budget by \$185,452. Therefore, operating projections to December 31, 2017 as compared to the revised budget indicate an operating surplus of \$236,188.

Overall department spending is controlled. Based on the total operating budget of \$73,733,923 a third quarter positive variance of \$236,188 is well within 1% of the City's total operating budget.

### **3. Budget Amendment – Porter Creek Flush Line Repair Assessment**

The Porter Creek Flush Tank System receives wastewater generated by the Porter Creek and Whistle Bend neighborhoods and conveys it across the Yukon River to the Livingstone Trail Environmental Control Facility via a twin force main. A leak has been discovered at the valve chamber adjacent to the river crossing, requiring the system to be operated using only the backup pipe. The structure and construction of the two river crossing pipes are the same, and thus the risk of failure of the backup is significant. The presence of a leak on the Porter Creek Flush Tank System constitutes a bona-fide emergency because of risk to public health, city property, private property, and the environment. For that reason, emergency funding was approved by the City Manager to retain an engineering consultant to assess the site and develop a repair plan, conceptual design and construction cost estimate to ensure that the risk is addressed as quickly and effectively as possible.

The engineering work is required to develop a cost estimate due to the extraordinary nature of the repair work. There is significant environmental risk due to excavating adjacent to the river and because the extent of the leak cannot be quantified before the work begins. The cost and complexity of excavation and backfill work will be significant due to the location of the valve chamber adjacent to the steep riverbank, the depth of excavation, and the need to stabilize and maintain access to the concrete valve chamber. The pipe repair will also be complex due to the need to also reinforce the system to avoid future failures. An accurate cost estimate must be obtained to ensure that the budget and contingency are set correctly so that tendering and construction may proceed smoothly, and ensure that the work is completed as soon as possible.

A resolution of council is required to approve the emergency funding authorized by the City Manager. The work needs to be captured in the capital budget in order to ensure that the asset management process recognizes the betterment to the asset and the repair is properly accounted for in the systems.

### **The recommendation of the Corporate Services Committee is**

THAT the 2017 to 2020 capital expenditure program be amended by adding a new 2017 capital project in the amount of \$30,000.00 for the assessment of the Porter Creek Flush Line Repair, funded from the Water and Sewer Reserve.



## Minutes of the meeting of the City Planning Committee

**Date** November 20, 2017

**Location** Council Chambers, City Hall

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

**Absent** Councillor Samson Hartland

**Staff  
Present** Mike Gau, Acting City Manager  
Jeff O'Farrell, Director of Community and Recreation Services  
Valerie Braga, Director of Corporate Services  
Mélodie Simard, Acting Director of Development Services  
Peter O'Blenes, Director of Infrastructure and Operations  
Myles Dolphin, Acting Manager of Strategic Communications

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Your Worship, there is no report from the City Planning Committee.



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	November 20, 2017
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Betty Irwin Councillor Roslyn Woodcock
<b>Absent</b>	Councillor Samson Hartland
<b>Staff Present</b>	Mike Gau, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mélodie Simard, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Myles Dolphin, Acting Manager of Strategic Communications

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Your Worship, there is no report from the City Operations Committee.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	November 20, 2017
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Robert Fendrick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Betty Irwin Councillor Roslyn Woodcock
<b>Absent</b>	Councillor Samson Hartland
<b>Staff Present</b>	Mike Gau, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mélodie Simard, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Myles Dolphin, Acting Manager of Strategic Communications

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

**1. Proclamation – For Information Only**

Mayor Curtis proclaimed November 25<sup>th</sup> to December 10<sup>th</sup>, 2017 to be Orange Days in the City of Whitehorse to promote awareness of the United Nations Campaign of 16 Days of Activism Against Gender-Based Violence.

**2. Community Events – For Information Only**

Mayor Curtis welcomed Yukon Geoscience participants and expressed thanks to the Yukon Chamber of Mines for sponsoring the event.



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

<b>Date</b>	November 20, 2017
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Roslyn Woodcock – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Betty Irwin
<b>Absent</b>	Councillor Samson Hartland
<b>Staff Present</b>	Mike Gau, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mélodie Simard, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Myles Dolphin, Acting Manager of Strategic Communications

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



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	November 20, 2017
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Betty Irwin – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Robert Fendrick Councillor Roslyn Woodcock
<b>Absent</b>	Councillor Samson Hartland
<b>Staff Present</b>	Mike Gau, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mélodie Simard, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Myles Dolphin, Acting Manager of Strategic Communications

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

There being no further business, the meeting adjourned at 5:57 p.m.

**Adopted** at the regular council meeting on November 27, 2017

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk