



Minutes of the meeting of the Corporate Services Committee

Date	April 30, 2018
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Roslyn Woodcock – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Robert Fendrick Councillor Betty Irwin
Absent	Councillor Jocelyn Curteanu
Staff Present	Linda Rapp, City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Michael Reyes, Manager of Business and Technology Systems Lindsay Schneider, Manager of Financial Services Norma Felker, Acting Manager of Legislative Services Richard Graham, Manager of Operations Marc Boulerice, Parks Supervisor

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

1. Budget Amendment – Chadburn Lake Dock Replacement

The 2017 capital budget included funds for the replacement of docks on Chadburn Lake, but the project was cancelled when the quotes received were significantly higher than approved funding. Confirmation has now been received of additional funding from Gas Tax for this project. All funds received from external sources must be approved by resolution to allow Administration to increase the capital expenditure program.

The recommendation of the Corporate Services Committee is

THAT the 2018 to 2021 capital expenditure program be amended by creating a 2018 Chadburn Lake dock replacement project in the amount of \$23,000, funded by Gas Tax.

2. Budget Amendment – Trench Shoring Cage

A trench shoring cage is used to protect workers in excavations and to avoid undermining buildings or other infrastructure. City crews are trained in trench safety and safely sloping trench walls, but the certainty of a trench cage is significant, especially when working in areas with high groundwater. The number of excavations being done by City crews is increasing, and the depth of mains is also increasing. Water and Waste Services is proposing to procure a new trench shoring cage that is taller than the existing unit to address these concerns. The availability of a second trench shoring cage will facilitate completion of simultaneous underground repair projects, a situation which is increasingly common as the City grows.

The recommendation of the Corporate Services Committee is

THAT the 2018 to 2021 capital expenditure program be amended by creating a new 2018 project for the acquisition of a trench shoring cage in the amount of \$20,000.00, funded by reducing job 650c00318, Forcemain Condition Assessments by \$20,000. Both projects are funded by the Water and Sewer Reserve.

3. Budget Amendment and Contract Award – Winter Road Supplies

The 2018 operating budget includes funds for the supply of crushed sand and road salt required for winter road maintenance.

One bid was received in response to the tender issued for the supply of crushed sand. The sole bid meets tender specifications but the unit price has risen by \$2.35 per tonne over last year's price. Additionally, the quantity of sand required must be increased as a result of the depletion of stock.

Two bids were received in response to the tender issued for the supply of road salt. The low bid meets tender specifications and the price submitted is reasonable and within budget.

The recommendation of the Corporate Services Committee is

THAT the 2018 to 2020 operating budget be increased in the amount of \$81,700.00 to cover the additional costs of winter road sand, funded by the General Reserve; and

THAT Administration be authorized to award the contract for the supply of 18,000 tonnes of 10mm crushed sand to Skookum Asphalt Ltd. for a net cost to the City of \$224,500.00 plus GST; and

THAT Administration be authorized to award the contract for the supply of 500 tonnes of road salt to Canadian Lynden Transport Co. for a net cost to the City of \$159,966.67 plus GST.

4. Authorize Council Travel

Council's Expense Policy requires prior approval by council resolution for all requests for funding or reimbursement of expenses incurred in conjunction with travel by members of council outside the City of Whitehorse. The Annual General Meeting of the Association of Yukon Communities will be held in Dawson City in mid-May. Councillors Curteanu, Fendrick, Hartland and Irwin have indicated their intention to attend.

The recommendation of the Corporate Services Committee is

THAT travel expenses from the City-representative allocation and per diem expenses from the councillor-initiated allocation be authorized for Councillors Hartland and Irwin to attend the 2018 Annual General Meeting of the Association of Yukon Communities in Dawson City, and

THAT travel and per diem expenses from the councillor-initiated allocation be authorized for Councillors Curteanu and Fendrick to attend the 2018 Annual General Meeting of the Association of Yukon Communities in Dawson City.

5. Quarterly Priorities Reports

Priorities reports were received from the City Manager and from the Business and Technology Systems, Financial Services, Human Resources, Legislative Services and Strategic Communications Departments.

A committee member noted that a resolution urging the Government of Yukon to take action on waste management issues will be voted on by the membership at the upcoming annual meeting of the Association of Yukon Communities.

The recommendation of the Corporate Services Committee is

THAT the quarterly priorities reports from the Corporate Services Division for February, March and April 2018 be accepted as presented, and that the strategic priorities charts be updated accordingly.



Minutes of the meeting of the City Planning Committee

Date April 30, 2018

Location Council Chambers, City Hall

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

Absent Councillor Jocelyn Curteanu

Staff Present
Linda Rapp, City Manager
Krista Mroz, Acting Director of Community and Recreation Services
Valerie Braga, Director of Corporate Services
Mike Gau, Director of Development Services
Peter O’Blenes, Director of Infrastructure and Operations
Michael Reyes, Manager of Business and Technology Systems
Norma Felker, Acting Manager of Legislative Services
Mélodie Simard, Manager of Planning and Sustainability Services

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

1. Public Hearing Report – Zoning Amendment (Site Regulations)

Bylaw 2018-18 consists of several changes to amenity areas, driveways, fences, hard-surfacing, porches and yard projections in the Zoning Bylaw. The public hearing was held on April 23, 2018. No written submissions were received and no one appeared to speak at the public hearing. No issues were raised during this bylaw process.

The recommendation of the City Planning Committee is

THAT Bylaw 2018-18, a bylaw to amend the Zoning Bylaw with respect to a number of site development regulations, be brought forward for second and third reading under the bylaw process.

2. Public Hearing Report – Zoning Amendment (McLean Quarry Expansion)

The City has been operating a quarry in the McLean Lake area under a lease with the Yukon Government since 2012. This lease expired in November 2017.

As part of the lease renewal process, the City wishes to expand the quarry area, and a zoning amendment is required for this purpose. No one appeared to speak at the public hearing and no issues were raised. One written submission was received in support of the application.

The recommendation of the City Planning Committee is

THAT Bylaw 2018-23, a bylaw to amend the zoning of a parcel of vacant land located adjacent to the McLean Lake Quarry Road to allow for the expansion of an existing gravel quarry, be brought forward for second and third reading under the bylaw process.

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3. Development Incentive Agreement – River’s Reach Phase 2

The Development Incentives Policy is meant to encourage the development of multiple family, rental and supportive housing as well as mixed-use developments. 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 property owner has been issued a permit to construct two separate buildings with 22 residential apartment units in each and a shared underground parking garage. This project meets the criteria for a major development incentive, and a development agreement has been prepared for Council’s approval.

The recommendation of the City Planning Committee is

THAT a Development Incentive Agreement with respect to a major development incentive for a 44 unit residential multiple family housing development at 36 and 38 Waterfront Place, known as River’s Reach Phase 2, be approved.

4. Update on New Enforcement Procedures – For Information Only

Administration provided an update on new procedures to enforce existing bylaws with respect to the crossing of curbs, sidewalks and boulevards and the storage of materials and equipment on City streets. A new procedure has been implemented requiring contractors to acquire a Street Occupancy Permit. This is intended to encourage contractors to take greater care during the construction process and therefore reduce damage to City infrastructure caused by vehicles and equipment.



Minutes of the meeting of the City Operations Committee

Date	April 30, 2018
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Robert Fendrick Councillor Betty Irwin Councillor Roslyn Woodcock
Absent	Councillor Jocelyn Curteanu
Staff Present	Linda Rapp, City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Michael Reyes, Manager of Business and Technology Systems Norma Felker, Acting Manager of Legislative Services Richard Graham, Manager of Operations

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

1. Contract Award – Supply of a Motor Grader

The 2018 capital budget includes funding for the purchase of a motor grader as a replacement for an aging piece of the City’s fleet. Two bids were received in response to the tender issued, but one bid was found to be non-compliant and was rejected. The sole remaining bid meets tender specifications and is within budget.

The recommendation of the City Operations Committee is

THAT Administration be authorized to award the contract for the supply of one motor grader to Finning Canada for a net cost to the City of \$339,495.00, plus GST.

2. Quarterly Priorities Reports

Priorities reports were received from the Fire Department, Operations, and Water and Waste Services.

The recommendation of the City Operations Committee is

THAT the quarterly priorities reports from the Operations Division for February, March and April 2018 be accepted as presented, and that the strategic priorities charts be updated accordingly.



Minutes of the meeting of the Community Services Committee

Date	April 30, 2018
Location	Council Chambers, City Hall
Committee Members Present	Councillor Robert Fendrick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Samson Hartland Councillor Betty Irwin Councillor Roslyn Woodcock
Absent	Councillor Jocelyn Curteanu
Staff Present	Linda Rapp, City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Michael Reyes, Manager of Business and Technology Systems Norma Felker, Acting Manager of Legislative Services

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

1. **Downtown Residents’ Association** – For Information Only

Nathan Millar and Pavlina Sudrich presented a number of recommendations that have been identified as priority projects by the Downtown Residents’ Association. The Association requests that the City:

- develop a specific plan to implement safe pedestrian and bike-friendly connections between the escarpment and the waterfront,
- make the reconstruction of Old Town roads a priority;
- engage Downtown residents in discussions aimed at upgrading 7th Avenue to a neighbourhood greenway
- consider additional zoning and operating restrictions for certain businesses
- prioritize the rebuilding of the playground at 6th and Jeckell
- proceed with additional traffic calming measures in Old Town, and
- develop a strategy to address overnight camping within City limits.

2. Firefit Competition – For Information Only

Myron Penner addressed the Committee to advise that the Scott Firefit Canadian Territories Regional Competition will be held in Whitehorse on May 19th and 20th. The events will take place on Main Street between Front Street and Second Avenue. Mr. Penner thanked the City for the support received in organizing the event and facilitating the road closure, and invited the Mayor to participate in the opening ceremonies.

3. Support for a Bid to Host the 2020 Canada 55+ Games

Sport Yukon, in partnership with the ElderActive Recreation Association, has requested that the City provide a letter of support for a bid to host the Canada 55+ Games in Whitehorse in August of 2020.

George Arcand and Tom Parlee addressed the Committee on behalf of Sport Yukon and the ElderActive Recreation Association to advise that the Canada 55+ Games comprise 18 different events attracting approximately 2,000 participants from across Canada. The Games take place over four days and occur every two years. Hosting these games will bring great economic impact to Whitehorse and will allow local seniors an excellent opportunity to compete in a major sporting event at home.

If the bid to host the 2020 Games is successful, an in-kind donation of City facilities will be required at an approximate cost of \$50,000.00. The Canada 55+ Games are eligible for consideration under the City's Sport Tourism Subsidy Policy as they satisfy the definition of a major sporting event and are sanctioned by a national sport governing body.

The recommendation of the Community Services Committee is

THAT the Mayor be authorized to provide a letter of support for the Sport Yukon/ ElderActive bid to host the 2020 Canada 55+ Games; and

THAT Administration be directed to bring forward a sport tourism subsidy as part of the City's 2020 budget development process.

4. Quarterly Priorities Reports

Quarterly priorities reports were received from Bylaw Services, Parks and Community Development, Recreation and Facility Services and the Transit Services Departments.

The recommendation of the Community Services Committee is

THAT the quarterly priorities reports from the Community Services Division for February, March and April 2018 be accepted as presented, and that the strategic priorities charts be updated accordingly.



Minutes of the meeting of the Public Health and Safety Committee

Date	April 30, 2018
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Robert Fendrick Councillor Samson Hartland Councillor Betty Irwin
Absent	Councillor Jocelyn Curteanu
Staff Present	Linda Rapp, City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Michael Reyes, Manager of Business and Technology Systems Norma Felker, Acting Manager of Legislative Services

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

