



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

<b>Date</b>	April 15, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Stephen Roddick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott Councillor Samson Hartland Councillor Jan Stick
<b>Staff Present</b>	Linda Rapp, 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 Catherine Constable, Manager of Legislative Services Glenda Koh, Acting Manager of Planning and Sustainability Services Chris Green, Deputy Fire Chief Norma Felker, Assistant City Clerk

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

### **1. Contract Award – Wildfire Risk Reduction Strategy**

The 2019 capital budget includes funds for the preparation of a wildfire risk reduction strategy that will cover a 20-year time frame. Completion of the strategy is scheduled for March 2020. Funding for this project comes from the Climate Change Preparedness in the North Fund.

In response to a request for proposals issued, two proposals to reduce the City’s vulnerability to wildfire were received. An internal review committee evaluated the proposals in accordance with the Consulting Services Selection Procedures Policy. The review committee agreed that the highest scoring proposal meets the selection criteria and represents the best value for the City.

A Committee member encouraged accelerating the progress, expressing concern that it will be more than a year before the final strategy is received. Administration confirmed that a draft report will be issued well in advance of the scheduled completion date.

**The recommendation of the Public Health and Safety Committee is**

THAT administration be authorized to award the contract for the preparation of a Wildfire Risk Reduction Strategy to TransNorthern Consulting in the amount of \$69,200 plus GST.



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	April 15, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Stephen Roddick Councillor Jan Stick
<b>Staff Present</b>	Linda Rapp, 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 Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk

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

**1. Climate Change – For Information Only**

J. P. Pinard addressed the Committee to speak about setting goals for transition to renewable energy sources and creating partnerships to meet those goals. He stated that half of Yukon’s energy usage could be replaced with alternate energy by 2030 by targeting transportation and space heating. Mr. Pinard suggested that the City partner with First Nation governments and their development corporations to build Yukon’s renewable energy community, and encouraged the City to take the lead to form a working group.

Don Roberts spoke on behalf of Yukoners Concerned to suggest that now is the time to shift Yukon’s current and future electrical demand to local renewable energy sources. He stated that burning fossil fuels is the main driver of climate change, and encouraged Council to take a proactive approach to the issue and to urge the Yukon Government to do the same.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	April 15, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Samson Hartland – Chair Councillor Laura Cabott – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick
<b>Staff Present</b>	Linda Rapp, 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 Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk

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

### **1. 2019 to 2021 Council Strategic Priorities**

Following the October 2018 municipal election, Council undertook a process to identify its strategic priorities for the 2019 to 2021 term of office. From amongst many potential initiatives, based in part on citizen concerns heard during the election and thereafter, Council identified six strategic priority areas and has provided direction to Administration to focus attention on these priorities.

The strategic priorities will guide the City’s operational focus during this Council’s term of office and provide direction to staff. They are reflected in Council’s recent capital and operational budget decisions, and will be reflected in future budgets during the term. Council will review these priorities on an annual basis to make any necessary adjustments and report progress to the public.

Committee members discussed the priorities as presented and it was suggested that a number of edits are required before they are released. There was a desire to see more action items included. One committee member noted that this document focuses on

items that are current concerns and expressed a desire to see the development of an overall Strategic Plan that focuses on high-level long-term plans.

Administration confirmed that council members would have an opportunity to provide in suggested changes to this document before it comes forward to the next regular council meeting for approval.

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

THAT Council's 2019 to 2021 Strategic Priorities be confirmed; and

THAT the public release of the 2019 to 2021 Strategic Priorities be authorized.

**2. Authorize Council Travel**

Council's Remuneration Bylaw 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.

Various members of council have indicated their intention to attend this year's Annual General Meeting of the Association of Yukon Communities to be held in Haines Junction and the Federation of Canadian Municipalities Annual Conference to be held in Quebec City.

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

THAT travel expenses from the City-representative allocation and daily stipend expenses from the councillor-initiated allocation be authorized for Councillors Roddick and Stick to attend the 2019 Annual General Meeting of the Association of Yukon Communities in Haines Junction, and

THAT travel and daily stipend expenses from the councillor-initiated allocation be authorized for Councillors Boyd and Cabott to attend the 2019 Annual General Meeting of the Association of Yukon Communities in Haines Junction, and

THAT travel and daily stipend expenses from the councillor-initiated allocation be authorized for Councillors Boyd, Cabott, Curteanu and Roddick to attend the Federation Canadian Municipalities 2019 Annual Conference in Quebec City.

**3. Social Procurement – For Information Only**

A committee member expressed the hope that, as the city re-visits its procurement policies, the next iteration of these policies will reflect national and territorial procurement trends and explore new opportunities to put social and sustainable principles into practice.



## Minutes of the meeting of the City Planning Committee

**Date** April 15, 2019

**Location** Council Chambers, City Hall

**Committee Members Present** Councillor Stephen Roddick – Chair  
Councillor Jan Stick – Vice Chair  
Mayor Dan Curtis  
Councillor Dan Boyd – Electronic Participation  
Councillor Jocelyn Curteanu  
Councillor Laura Cabott  
Councillor Samson Hartland

**Staff Present** Linda Rapp, 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  
Catherine Constable, Manager of Legislative Services  
Mike Ellis, Senior Planner  
Norma Felker, Assistant City Clerk

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

### **1. Development Incentive Agreement – 468 Range Road**

The Development Incentives Policy is meant to encourage specific development in the City, including rental housing, mixed-used 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 the grant is based on the increase in taxation rate due to the improvements on the property.

An application has been received for a major development incentive for the construction of 73 supportive/rental seniors housing units located at 468 Range Road in the Takhini neighbourhood.

The proposed development meets the criteria for a major development incentive, and administration is bringing a Development Incentive Agreement forward for Council approval.

**The recommendation of the City Planning Committee is**

THAT a development incentive agreement with KBC Developments Inc. with respect to a major development incentive for a 73-unit supportive/rental seniors housing development at 468 Range Road be approved.

**2. Development Incentive Agreement – 807 Wheeler Street**

A development permit has been issued for the construction of four rental housing units at 807 Wheeler Street in the Downtown area. The proponent has provided appropriate site plans and construction drawings, and the project conforms to all City zoning and building regulations. The project meets the criteria for a major development incentive, and administration is bringing a Development Incentive Agreement forward for Council approval.

**The recommendation of the City Planning Committee is**

THAT a development incentive agreement with Kevin Harms with respect to a major development incentive for a 4-unit rental housing development at 807 Wheeler Street be approved.



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	April 15, 2019
<b>Location</b>	Council Chambers, City Hall
	Councillor Samson Hartland – Chair Mayor Dan Curtis
<b>Committee Members Present</b>	Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick
<b>Staff Present</b>	Linda Rapp, 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 Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk

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

**1. Road Surfacing in Cowley Creek – For Information Only**

In a follow-up to a query raised at a previous meeting, a committee member noted that the aggregate used for the BST road treatment applied last year was the maximum size allowable, and asked if a smaller rock would result in a smoother road surface.

Administration confirmed that a smaller aggregate would provide a less rough surface but would use more oil.

Another committee member noted that last year’s road treatment in Cowley Creek also caused issues with differences in grade between private driveways and the road surface.

**2. Access to the New Operations Building – For Information Only**

In response to a query from a committee member regarding an issue reported with respect to access to the new Operations Building, administration advised that the City is looking to create a second access to the site to facilitate safety and lessen traffic impacts on neighbouring properties.



The Yukon Government is planning to extend Range Road further south towards the airport, and this provides an opportunity for the City to create a southern access to the property that will better suit heavy equipment traffic. This project would be separate from the existing construction contract and would come forward to council for approval.

A committee member noted that communication with neighbouring property owners will be essential.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	April 15, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jan Stick – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott Councillor Samson Hartland Councillor Stephen Roddick
<b>Staff Present</b>	Linda Rapp, 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 Catherine Constable, Manager of Legislative Services Landon Kulych, Manager of Parks and Community Development Norma Felker, Assistant City Clerk

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

1. **Proclamation** – For Information Only

Mayor Curtis proclaimed April 22, 2019 to be ***Earth Day*** in the City of Whitehorse and encouraged all citizens to participate in the ***20 Minute Make-over*** on May 15<sup>th</sup> to ensure a cleaner city for everyone.

2. **Contract Award – Rotary Park Playground Replacement**

The 2019 capital budget contains funds for the replacement of the playground in Rotary Park. In response to a request for proposals issued for the design, supply and installation of a playground for Rotary Peace Park, five compliant proposals were received.

The proposals were reviewed by an internal evaluation team in accordance with the Purchasing and Sales Policy and the scoring criteria included in the request for proposal

package. The review committee agreed that the highest scoring proposal meets the selection criteria, is within budget, and represents the best value for the City.

**The recommendation of the Community Services Committee is**

THAT administration be authorized to award the contract for the design, supply and installation of a playground at Rotary Peace Park to Blue Imp in the amount of \$389,920 not including GST.

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

Committee members highlighted community events and activities including:

- Denim Day on April 24<sup>th</sup> in support of Yukon Cancer Cares
- The Yukon Youth Parliament
- The Gender-Sexuality Alliance at Porter Creek Secondary School and the opening of their Rainbow Room.

In response to a question raised about staff training with respect to gender and other issues, administration advised that mandatory training for all staff on LBGTQI and on First Nations relations was instituted in 2016. On an ongoing cyclical basis, this training is offered to all new staff along with programs respecting mental health and respectful workplace practices.

There being no further business, the meeting adjourned at 7:10 p.m.

**Adopted** at the regular council meeting on April 23, 2019

*ORIGINAL MINUTES SIGNED BY:*

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk