



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	Tuesday, April 18, 2017
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Samson Hartland – Chair Councillor Roslyn Woodcock – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Betty Irwin
<b>Absent</b>	Councillor Robert Fendrick
<b>Staff Present</b>	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Jessica Apolloni, Manager of Strategic Communications Wayne Tuck, Manager of Engineering Services

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

### **1. Budget Amendment and Construction Tender – Operations Building**

In May of 2016 the City retained a firm to design the proposed new Operations Building and oversee construction. The original design was to replace the Municipal Services Building and other Operations departments located in facilities throughout the City. The project required a design that would accommodate future expansion in order to include the Transit and Parks Departments at the new facility when funding became available.

Construction cost estimates provided by the design firm indicate that it would be cost effective and efficient to include the Transit Department in the initial construction phase of the project. It is estimated that the City could save more than one million dollars in capital funds by proceeding with the Transit expansion now. Most of the funding for the Transit addition would come from Gas Tax. \$600,000 would come from reserves, with reduced spending on 2018 capital projects to offset the amount required. A budget amendment is required to increase the capital project and the scope of work for the design consultants.

Committee members posed questions regarding

- costs;
- eligibility of the expanded project for federal Gas Tax funding;
- anticipated efficiencies from relocating Transit at this time;
- the value of infrastructure investments in other neighbourhoods; and
- borrowing, net debt, and the City's borrowing authority.

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

THAT the 2017 to 2020 capital expenditure program be amended by increasing Operations Building project #320C01810A in the amount of \$9,200,000.00 to include the transit expansion, funded by \$600,000.00 from the Building Replacement Reserve with the balance from Gas Tax; and

THAT the scope of work for the consulting services contract for building design and construction supervision for the Operations Building project be increased in the amount of \$412,200.00; and

THAT a construction tender for the new Operations Building be prepared and released.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	Tuesday, April 18, 2017
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Samson Hartland – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Betty Irwin Councillor Roslyn Woodcock
<b>Absent</b>	Councillor Robert Fendrick
<b>Staff Present</b>	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Jessica Apolloni, Manager of Strategic Communications

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

1. **Proclamations** – For Information Only

Mayor Curtis proclaimed April 22 as ***Earth Day***, April 23 to 29 as ***National Volunteer Week***, and the month of May 2017 as ***Better Hearing and Speech Month*** in the City of Whitehorse.



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

<b>Date</b>	Tuesday, April 18, 2017
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Samson Hartland Councillor Betty Irwin Councillor Roslyn Woodcock
<b>Absent</b>	Councillor Robert Fendrick
<b>Staff Present</b>	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Jessica Apolloni, Manager of Strategic Communications Kevin Lyslo, Fire Chief

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

**1. Long Lake Fuel Reduction – *For Information Only***

In conjunction with Wildland Fire Management, the Fire Department has been exploring options to manage fuels within the City. The reduction of fuels along Long Lake Road is a pilot project to help determine if a controlled burn is an acceptable practice for future use. It also provides an opportunity for the two agencies to work together, gaining a better understanding of this tool and strengthening their operational relationship.

Reducing the wildfire potential in the vicinity of the Long Lake Road will be done through the burning of fine fuels and grass along the roadway and around the sewage lagoons. Burning will take place under very strict guidelines. Under no circumstance will burning take place if all of the prescribed requirements are not fully met.

Committee members asked about alternatives to a controlled burn and the frequency of wild land fires in the subject areas.



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	Tuesday, April 18, 2017
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Samson Hartland Councillor Roslyn Woodcock
<b>Absent</b>	Councillor Robert Fendrick
<b>Staff Present</b>	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Jessica Apolloni, Manager of Strategic Communications

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

**1. Hillcrest Local Improvement Bylaw – For Information Only**

Shaunagh Stikeman spoke on behalf of the Hillcrest Community Association to express concerns regarding the timing of the public hearing and the voting period for the local improvement bylaw. She also expressed concern regarding the cost for residents, particularly for lower income families.

James Gilpin reiterated his concerns regarding the manner in which votes are calculated for a local improvement. He suggested alternatives when council considers negative votes, especially when they pertain to properties with large frontages.

In response to questions raised, administration explained the timing of the public hearing and the resident vote. The hearing provides an opportunity for council to hear and consider opinions on the issue in the event that any negative votes are received. The public hearing is scheduled in advance as it is assumed that negative votes will be submitted. Administration also confirmed that local improvement charges are a common practice when a neighbourhood specifically benefits from a project.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	Tuesday, April 18, 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 Samson Hartland Councillor Betty Irwin
<b>Absent</b>	Councillor Robert Fendrick
<b>Staff Present</b>	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Jessica Apolloni, Manager of Strategic Communications Taylor Eshpeter, Assistant City Engineer

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

### **1. Budget Amendment – Canada Day 150 Project**

The 2017 capital budget includes funds for the Canada Day 150 Project. An additional grant has now been received, and a budget amendment is required to accept the grant. The contribution agreement for the grant requires the City to obtain a nationally recognized Canadian headliner act that will perform on the main stage at the Whitehorse Canada Day Festival.

To meet the commitments set out in the contribution agreement and to hire a nationally recognized headliner act for Canada Day within an already limited time-frame, it will be necessary for council to waive the bidding process for securing a headliner act. The City’s purchasing and sales policy requires a council resolution to waive the bidding process for this to occur.

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

THAT the bidding process for a Canada Day 150 headliner act be waived, and  
THAT the 2017 to 2020 capital expenditure program be amended by increasing the 2017 Canada Day 150 Project in the amount of \$50,000.00, funded by an additional \$50,000.00 grant from the Canadian Heritage Canada Day 150 fund.

**2. Budget Amendment – Whistle Bend Asphalt Repairs**

The approved 2016 capital budget included funding for Whistle Bend asphalt repairs in the amount of \$29,823.00. The work was not started in 2016 but is able to proceed and be completed in 2017. Work proposed under this project includes crack sealing on a priority basis to maintain the integrity of the asphalt surface in phases 1 and 2 of the Whistle Bend development. The project is funded by the Government of Yukon.

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

THAT the 2017 to 2020 capital expenditure program be amended by adding the 2017 Whistle Bend Asphalt Repairs project #500c00416 in the amount of \$29,823.00, funded by the Government of Yukon.

**3. Budget Amendment – 2017 Storm Sewer Upgrades Project**

A project to install a catch basin at the low point of Burns Road to collect surface drainage and discharge it into the storm system was approved in the 2017 capital budget, subject to confirmation of Gas Tax funding. It is important that the work be done this year as the City has committed to the affected property owners that the drainage issues will be resolved. Prices received in response to a request for quotations were higher than anticipated. In order to complete all the necessary components of the project a budget amendment in the amount of \$20,000.00 is required.

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

THAT the 2017 to 2020 capital expenditure program be amended by increasing the 2017 Burns Road Storm Sewer Upgrades Project #240c01410 in the amount of \$20,000.00, funded by Gas Tax.

**4. Council Summaries for 2016 – For Information Only**

The Procedures Bylaw requires administration to provide summary reports for the previous calendar year for each member of Council with respect to their attendance record, the travel undertaken in the performance of their duties, the expense claims submitted, and their voting record with respect to issues that came before council for a vote.

The summary reports provide the required information for each member of council for the period from November 1, 2015 to December 31, 2016. The additional two months data from 2015 is included for issues outside of travel and expense claims so that the information is available for the whole of this term of office up to the end of the previous calendar year.

Committee members noted that these summaries provide a report card on the activities of council members and contribute to transparency with respect to the conduct of council. A member suggested that the summaries regarding negative votes are difficult to interpret, and noted in particular that the votes with respect to the Procedures Bylaw are misleading since the final votes on the issue took place in 2017 and are not reflected in these reports.





## Minutes of the meeting of the City Planning Committee

**Date** Tuesday, April 18, 2017

**Location** Council Chambers, City Hall

**Committee Members Present**  
Councillor Betty Irwin – Chair  
Mayor Dan Curtis  
Councillor Dan Boyd  
Councillor Jocelyn Curteanu  
Councillor Samson Hartland  
Councillor Roslyn Woodcock

**Absent** Councillor Robert Fendrick

**Staff Present**  
Linda Rapp, City Manager  
Douglas Hnatiuk, Acting Director of Community and Recreation Services  
Mike Gau, Director of Development Services  
Peter O’Blenes, Director of Infrastructure and Operations  
Valerie Braga, Chief Financial Officer  
Jeff O’Farrell, Manager of Legislative Services  
Jessica Apolloni, Manager of Strategic Communications

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

There being no further business, the meeting adjourned at 7:15 p.m.

**Adopted** at the regular council meeting on April 24, 2017

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk