



Minutes of the meeting of the City Planning Committee

Date Monday, May 29, 2017

Location Council Chambers, City Hall

Committee Members Present
Councillor Robert Fendrick – Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Jocelyn Curteanu
Councillor Samson Hartland
Councillor Roslyn Woodcock

Absent Councillor Betty Irwin

Staff Present
Linda Rapp, City Manager
Douglas Hnatiuk, Acting Director of Community and Recreation Services
Valerie Braga, Acting Director of Corporate Services
Mike Gau, Director of Development Services
Peter O’Blenes, Director of Infrastructure and Operations
Jessica Apolloni, Manager of Strategic Communications
Patrick Ross, Manager of Land and Building Services

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

1. Public Input Report – Conditional Use for Winterlong Brewing Co.

The owners of Winterlong Brewing at 83 Mt Sima Road have applied to increase the floor area of their tasting room by adding an outdoor patio seating area. This expansion will constitute eating and drinking establishment use which is only permitted as a conditional use in the Service Industrial zone. At the public input session held on May 23rd, no one appeared to speak to the application and no written submissions were received. No issues were raised.

It has been noted that parking on Mt. Sima Road adjacent to the property has been occurring. Winterlong will provide parking on site in accordance with the requirements of the Zoning Bylaw, but if future parking restrictions on Mt. Sima Road are indicated, a review of the area will be conducted by the City’s Street and Sign Committee.

The recommendation of the City Planning Committee is

THAT the conditional use application to allow an eating and drinking establishment at 83 Mt Sima Road be approved.



Minutes of the meeting of the City Operations Committee

Date	Monday, May 29, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Roslyn Woodcock – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Robert Fendrick
Absent	Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Valerie Braga, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jessica Apolloni, Manager of Strategic Communications Taylor Eshpeter, Assistant City Engineer Richard Graham, Manager of Operations

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

1. **Contract Award – Asphalt Overlay Project**

Overlaying asphalt replaces and renews the top running surface of the road, extending the lifecycle of the roadway. Roads to be overlaid are chosen based on data collected annually as part of the pavement management system, with priority given to arterial roads. Fourth Avenue from Main Street to Robert Service Way is scheduled for overlay this year to increase the road’s structural strength. Only one bid was received in response to the tender issued. The sole bidder is familiar with the scope of the work and has the skills and experience to complete the project successfully.

The recommendation of the City Operations Committee is

THAT the construction contract for the 2017 Asphalt Overlay Project be awarded to Skookum Asphalt Ltd. for a cost to the City of \$919,843.65.

2. Disposal of Equipment – Dump Truck

The City of Dawson wishes to purchase a City of Whitehorse dump truck that has been replaced and retired and is due for disposal by public tender. Dawson has requested that their offer to be considered before the City issues a public tender. Dawson's offer matches the minimum bid set for the unit, and will be subject to the addition of GST at the time of sale. Although a public tender for this disposal could potentially bring in more revenue, the working relationship between Yukon communities should be considered.

The recommendation of the City Operations Committee is

THAT the offer of \$10,000.00 plus GST from the City of Dawson for the purchase of dump truck unit 4718 be accepted.

3. Contract Award – Supply of Handy Bus

The approved 2017 capital budget includes external funding for one handy bus. The bus is a replacement unit for an aging piece of the City's fleet pursuant to the Vehicle and Equipment Replacement Administrative Directive. Four companies picked up the tender documents and two bids were received. The low bid meets all tender specifications. Confirmation of external funding is anticipated before the matter comes forward for a decision by Council.

The recommendation of the City Operations Committee is

THAT the contract for the supply of one Handy Bus be awarded to Dynamic Specialty Vehicles Ltd. in the amount of \$189,660.00, subject to the confirmation of external funding.

4. Contract Award – Supply of Fuel

The approved 2017 operating budget includes funding for the supply and delivery of fuel for heating, automotive and equipment purposes. Seven companies picked up the tender documents, and two compliant bids were received. Pricing is based on the bidder's fluctuating rack rate as at April 25, 2017, and substantiation must be provided for any pricing changes. Based on previous years, it is anticipated that the per-litre price will fluctuate as supply and demand affects the commodity.

The recommendation of the City Operations Committee is

THAT the contract for the supply of fuel for the period of July 1, 2017 to June 30, 2022 be awarded to North 60 Petro Ltd. on the fluctuating price per litre as tendered, in an annual amount expected to exceed \$100,000.00.

5. Contract Award – Supply of Propane

The approved 2017 operating budget includes funding for the supply and delivery of propane for heating and small tank refill purposes. Five companies picked up the tender documents, and two compliant bids were received. Pricing is based on the bidder's fluctuating rack rate as at April 25, 2017, and substantiation must be provided for any pricing changes. It is anticipated that the per-litre price will fluctuate as supply and demand affects the commodity.

The recommendation of the City Operations Committee is

THAT the contract for the supply of propane for the period of July 1, 2017 to June 30, 2022 be awarded to Super Save Propane (Yukon) on the fluctuating price per litre as tendered, in an annual amount expected to exceed \$100,000.00.



Minutes of the meeting of the Community Services Committee

Date	Monday, May 29, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Robert Fendrick – Chair Councillor Samson Hartland – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Roslyn Woodcock
Absent	Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Valerie Braga, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jeff O’Farrell, Manager of Legislative Services Jessica Apolloni, Manager of Strategic Communications Ian Frankton, Acting Manager, Recreation and Facility Services Mark Boulерice, Parks Supervisor

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

1. Proclamations – For Information Only

Mayor Curtis proclaimed June 3rd to be ***National Health and Fitness Day*** and June 10th to be ***Motorcycle Ride for Dad Day*** in the City of Whitehorse.

2. Trail Plan Implementation

A task force made up of members from the Porter Creek Community Association, the Whistle Bend Neighbourhood Association, and various stakeholder group representatives was formed in 2016 to review the 2007 Trail Plan and provide recommendations regarding trails in the Porter Creek, Whistle Bend, Takhini and adjacent areas. Following extensive work and consultation, recommendations from the task force were forwarded to the Whitehorse Trail and Greenways Advisory Committee for approval.

Two additional recommendations from the Trail and Greenways Committee regarding the designation of specific trails are also being brought forward for approval by Council.

Julie Jai addressed the Committee on behalf of Condo Corporation 221 in Whistle Bend to request that the Whistle Bend perimeter trail not be confirmed as motorized multiple use as recommended by the Trail and Greenways Committee. She suggested that this recommendation is not in accord with the Whistle Bend Planning charrette and the wishes of the majority of Whistle Bend residents.

In response to questions raised, administration confirmed that the existing designation of the Whistle Bend perimeter trail is motorized multi-use as approved by council with the adoption of the Whistle Bend Master Plan in February 2009. The initial plan was to have two trails, one paved for non-motorized use and one unpaved for motorized use. Due to subsequent changes in project priorities, only one trail was built.

The recommendation of the Community Services Committee is

THAT changes to the 2007 Trail Plan with respect to trail designations in the Porter Creek, Whistle Bend and Takhini areas be approved as recommended by the Whitehorse Trail and Greenways Advisory Committee; and

THAT the designation of the McCauley Creek Crossing trail be confirmed as motorized multi-use; and

THAT the designation of the Whistle Bend paved trail be confirmed as motorized multi-use until a viable alternative is brought forward for council approval or the designation is confirmed by community stakeholders.

3. Contract Award – Supply of Sand Filters

The 2017 capital budget includes funds for the replacement of fiberglass sand filters and sand at the Aquatic Centre. The existing filters are worn, resulting in leakage and causing unscheduled repairs and temporary shutdown of the facility. Two bids were received in response to the tender issued, and only one bid was compliant. The sole bid is within budget and an early award is required in order to ensure that the required filters are on site for installation during the scheduled pool shutdown in August.

The recommendation of the Community Services Committee is

THAT the contract for the supply and delivery of seven horizontal fibreglass sand filters and sand for the Aquatic Centre be awarded to Acapulco Pools Limited for a total price of \$157,311.50.

4. Various Community Events – For Information Only

Committee members highlighted a number of recent community events including the 50th Anniversary of MacBride Museum, the Spongecola concert, and the Shriners convention.



Minutes of the meeting of the Public Health and Safety Committee

Date	Monday, May 29, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Robert Fendrick Councillor Samson Hartland Councillor Roslyn Woodcock
Absent	Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Valerie Braga, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Jessica Apolloni, Manager of Strategic Communications

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



Minutes of the meeting of the Development Services Committee

Date	Monday, May 29, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Robert Fendrick Councillor Samson Hartland Councillor Roslyn Woodcock
Absent	Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Valerie Braga, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jessica Apolloni, Manager of Strategic Communications

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



Minutes of the meeting of the Corporate Services Committee

Date	Monday, May 29, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Samson Hartland
Absent	Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Valerie Braga, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jessica Apolloni, Manager of Strategic Communications

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

1. Grants for Community Service and Municipal Charges

Council annually allocates funds to assist non-profit charitable and/or recreational organizations in the payment of municipal property taxes and other specific municipal charges. Grant allocations are recommended based on the tiered criteria contained in the Municipal Charges and Community Service Grants Policy. Applicants are required to submit their latest available financial statements in order that their applications can be assessed against the policy’s criteria, and all recommended allocations are consistent with the policy. Overall the recommended allocation is lower than the total for 2016, due primarily to the closure of the Salvation Army Thrift Store. This decrease was enough to offset other increases.

The recommendation of the Corporate Services Committee is

THAT Bylaw 2017-17, a bylaw to authorize grants for community service and municipal charges for 2017, be brought forward for due consideration under the bylaw process

2. Changes to the Meeting Schedule

In October 2016 council passed a resolution scheduling the 2017 summer recess during the second half of August. In order to accommodate the recess it is necessary to formally cancel and re-schedule certain meetings. A Christmas recess is also standard practice, and meetings also have to be cancelled and re-scheduled for this purpose.

The Procedures Bylaw establishes the date of meetings and a council resolution is required to re-schedule or cancel meetings. To minimize schedule disruptions and accommodate both recess periods, Administration proposes to take advantage of having five Mondays in July 2017 and in January 2018. Re-scheduling the August and January meetings provides for a full three-week recess each time with only one meeting cycle being cancelled.

The recommendation of the Corporate Services Committee is

THAT the following changes be made to the meeting schedule:

1. Re-schedule the standing committee meeting from August 7 to July 31, 2017;
2. Re-schedule the regular council meeting from August 14 to August 7, 2017;
3. Cancel the standing committee meeting scheduled for August 22, 2017 and the regular council meeting scheduled for August 28, 2017;
4. Cancel the standing committee meeting scheduled for December 18, 2017 and the regular council meeting scheduled for December 27, 2017;
5. Re-schedule the 2018 standing committee meetings from January 2 and January 15 to January 8 and January 22 respectively; and
6. Re-schedule the 2018 regular council meetings from January 8 and January 22 to January 15 and January 29 respectively.

There being no further business, the meeting adjourned at 6:50 p.m.

Adopted at the regular council meeting on June 12, 2017

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk