

# **CITY OF WHITEHORSE – STANDING COMMITTEES**

Tuesday, April 19, 2022 – 5:30 p.m.

Council Chambers, City Hall

---

## **CALL TO ORDER**

## **ADOPTION OF AGENDA**

## **PROCLAMATIONS**

Earth Day – April 22, 2022

## **DELEGATIONS**

Ian Robertson & Paramjit Sidhu (Sidhu Trucking)

## **CORPORATE SERVICES COMMITTEE**

1. Council Strategic Priorities
2. Forthcoming Procurements – May and June – For Information Only
3. Budget Amendment – Marwell Lift Sanitary Forcemain Repair
4. Budget Amendment – Robert Service Campground Building
5. New Business

## **CITY PLANNING COMMITTEE**

1. New Business

## **DEVELOPMENT SERVICES COMMITTEE**

1. New Business

## **CITY OPERATIONS COMMITTEE**

1. Procurement Commencement – Traffic Signals Fourth and Main
2. New Business

## **COMMUNITY SERVICES COMMITTEE**

1. Spring Recreation Grant Allocations
2. New Business

## **PUBLIC HEALTH AND SAFETY COMMITTEE**

1. New Business



## **PROCLAMATION**

### **EARTH DAY – April 22, 2022**

WHEREAS the City of Whitehorse has a long tradition of environmental sustainability and stewardship, and has demonstrated a commitment to the environment through a variety of initiatives in addition to the promotion of environmental awareness and education; and

WHEREAS the City of Whitehorse officially declared a Climate Change Emergency on September 23<sup>rd</sup>, 2019; and

WHEREAS it is the responsibility of each of us to safeguard the environment; and

WHEREAS Earth Day is a time to celebrate and inspire environmental awareness, and also to encourage the conservation, protection, and appreciation of our natural resources;

NOW THEREFORE I, Mayor Laura Cabott, do hereby proclaim April 22, 2022 to be ***Earth Day*** in the City of Whitehorse;

Laura Cabott  
Mayor

**CITY OF WHITEHORSE**  
**CORPORATE SERVICES COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Michelle Friesen

**Vice-Chair:** Kirk Cameron

April 19, 2022

Meeting #2022-08

- 
1. Council Strategic Priorities  
Presented by Interim City Manager Jeff O'Farrell
  2. Forthcoming Procurements – May and June – For Information Only  
Presented by Director Valerie Braga
  3. Budget Amendment – Marwell Lift Sanitary Forcemain Repair  
Presented by Manager Taylor Eshpeter
  4. Budget Amendment – Robert Service Campground Building  
Presented by Manager Peter O'Blenes
  5. New Business

## **ADMINISTRATIVE REPORT**

<b>TO:</b>	Corporate Services Committee
<b>FROM:</b>	Administration
<b>DATE:</b>	19 April 2022
<b>RE:</b>	2022-2024 Council Strategic Priorities

### **ISSUE**

Adoption of Strategic Priorities by City Council.

### **REFERENCE**

City of Whitehorse 2022-2024 Strategic Priorities

### **HISTORY**

Members of the Whitehorse City Council were elected on October 21<sup>st</sup>, 2021 and sworn in on November 1<sup>st</sup> 2021. After going through orientations and training and becoming familiar with their roles they began discussing strategic priorities for their term of office.

The process of discussing and identifying strategic priorities involved a number of facilitated sessions in January, February and March of 2022. The result of these efforts was the 13 page report attached as the reference to this Administrative Report.

### **ALTERNATIVES**

1. Adopt the City of Whitehorse 2022-2024 Strategic Priorities by Council Resolution.
2. Undertake further discussion amongst Council on strategic priorities.

### **ANALYSIS**

It is standard practice for a new City Council to identify its strategic priorities and adopt them by Council Resolution. Identifying strategic priorities gives direction to Administration and serves to inform the community about the priorities of the municipality.

The strategic priorities identified by this Whitehorse City Council include:

- Housing and Development
- Engagement and Collaboration
- Inclusivity, Accessibility and Diversity
- Community Safety
- Climate Change and Adaptation
- Service Excellence

Descriptions of these Strategic Priorities and an itemization of associated action items are included in the attached report.

### **ADMINISTRATIVE RECOMMENDATION**

THAT Council adopt Strategic Priorities by Council Resolution.

# City of Whitehorse 2022 – 2024 Strategic Priorities



# City of Whitehorse

## 2022-2024 Strategic Priorities



# City of Whitehorse 2022 – 2024 Strategic Priorities

## Introduction

In January and February of 2022, Whitehorse Council worked creatively and collectively on developing Strategic Priorities for 2022-2024. Two full-day sessions were held on January 4 and 5 and a half-day session on February 7. Past Strategic Plans (see appendix) were reviewed, and similarities were noted as part of the process. Substantial consideration was given to current and future issues the community faces, and this Council is determined to address many of them.

The City of Whitehorse rests on the traditional territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council. We acknowledge the Elders—past, present and emerging—of all the land we work and live on and their ancestral spirits with gratitude and respect.

We're working together to make the City of Whitehorse a better place now and for future generations. We're focusing on what's important to you, improving how we do business, and ensuring we plan for our future to build a strong, resilient Whitehorse. Council is focusing on what is important to all community members by improving lines of communication, finding efficiencies, being innovative, and building a path forward together. We have heard your concerns about housing needs, land development challenges, inclusivity, community safety, the environment, First Nations relationships, and how we engage. We have also heard it is essential to everyone that the operation of the City is efficient, effective, innovative, and transparent.

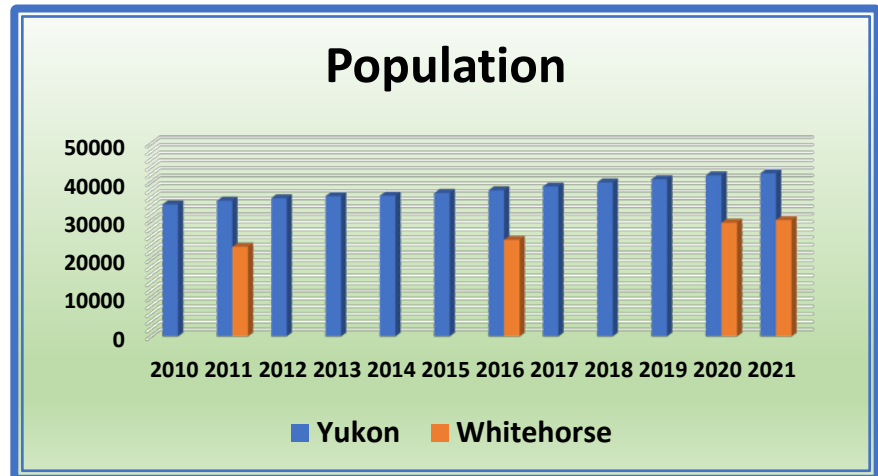
The Strategic Priorities were developed to guide this Council's goals on what we want to accomplish. There are endless possibilities to make the City of Whitehorse an even better place, and this is just the beginning. This Council is here to listen and learn from community members to ensure a bright future. Considering all current challenges and issues combined with a strong desire to improve our community, we will collectively make a difference.

# City of Whitehorse 2022 – 2024 Strategic Priorities

## Background

Council recognizes that Whitehorse has incredible strengths. A vibrant community surrounded by wilderness, Whitehorse is the capital of the Yukon and the centre of rich cultural heritage, focusing on recreation, education and a strong economy.

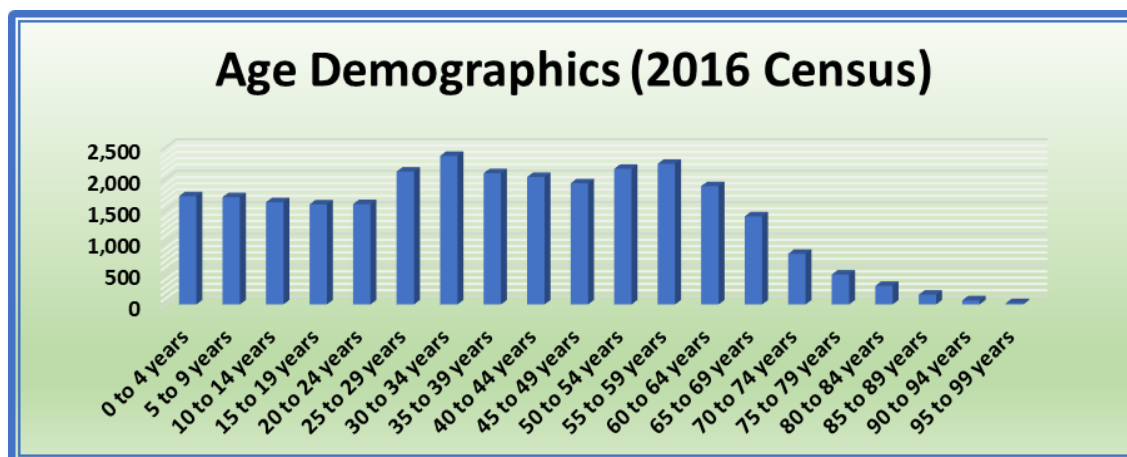
71% of Yukon's total population lives in the City of Whitehorse.



The 2021 “Looking to the Future” report predicted significant growth for Whitehorse.

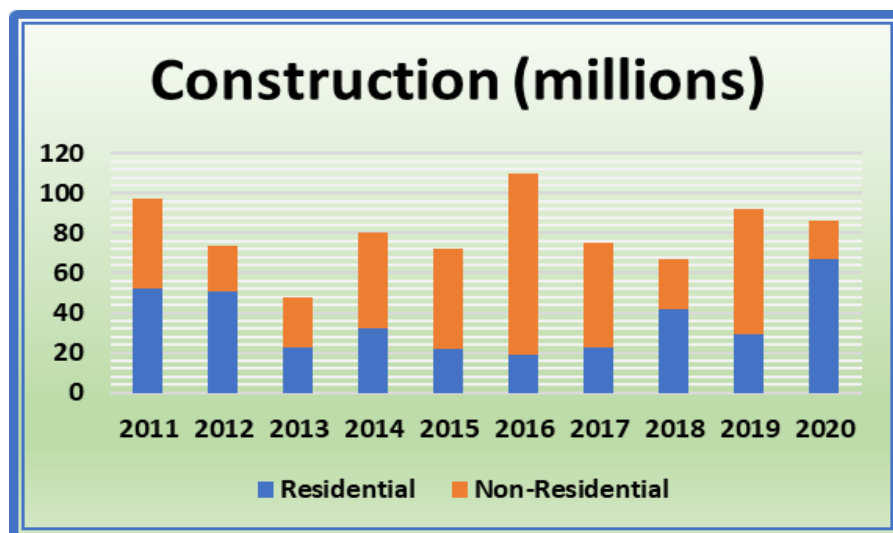
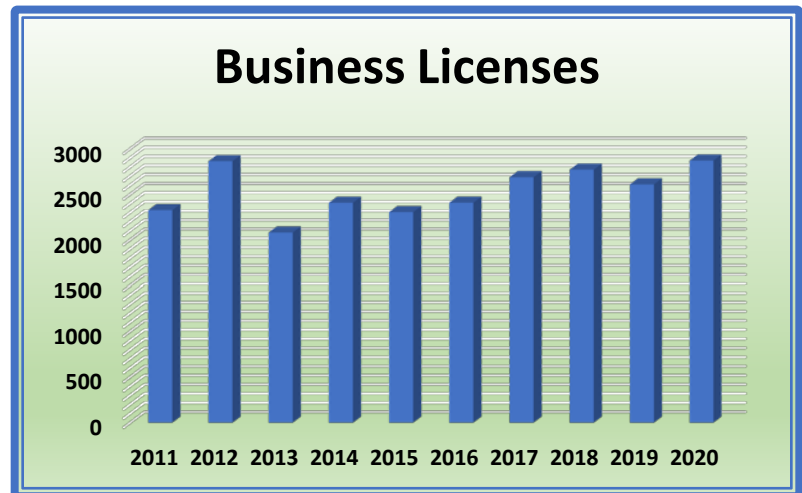
Scenario	Population in 2040	Annual Increase
Low	35000	722
Preferred	40700	1039
High	45500	2406

On average, the residents of Whitehorse are relatively young, with the community's median age being 37.2. While Whitehorse's population pyramid shows a growing population, Yukon's population is trending to a more significant proportion of seniors. By 2040, the 65 years and older demographic will represent 21% of Yukon's total population, compared to 13% in 2018; therefore, it is crucial that the City plan for all ages.



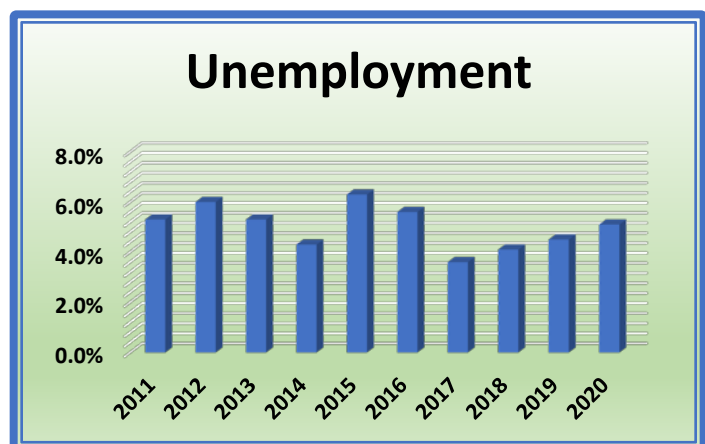
# City of Whitehorse 2022 – 2024 Strategic Priorities

Business activity has grown substantially over the past eight years.



Residential and non-residential construction has been strong and steady for the past ten years.

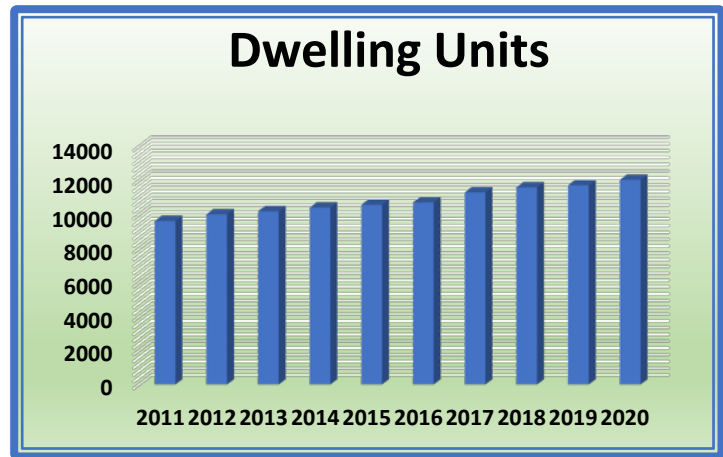
Although the COVID-19 pandemic has created some challenges, employment opportunities are abundant in Whitehorse.



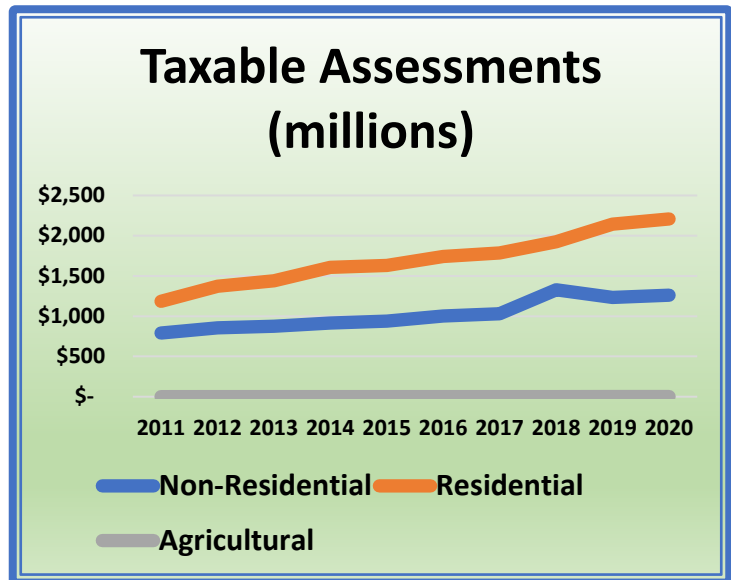


# City of Whitehorse 2022 – 2024 Strategic Priorities

Whitehorse has continued to increase the housing supply, but the demand for additional housing stock of all types is high. We have been unable to keep up with the demand for the last ten years, which has created other impacts and barriers to affordable housing, types of accommodation, and housing suitability.



Overall taxable assessments in Whitehorse have increased by 76% over the past ten years. This is an important metric when considering Whitehorse's challenges with affordable housing.



# City of Whitehorse 2022 – 2024 Strategic Priorities

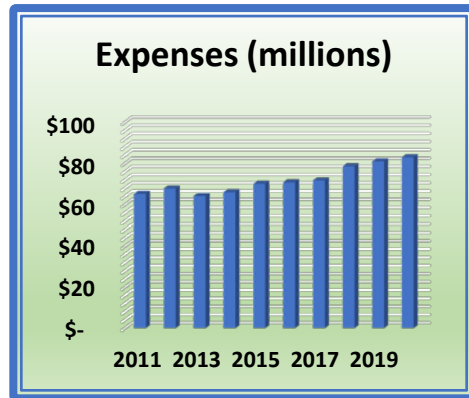
## Whitehorse's Financial Position

Council provides strategic oversight to the organization and ensures that the corporation is fiscally responsible. It is important to recognize that Council is responsible for a half-billion corporation.

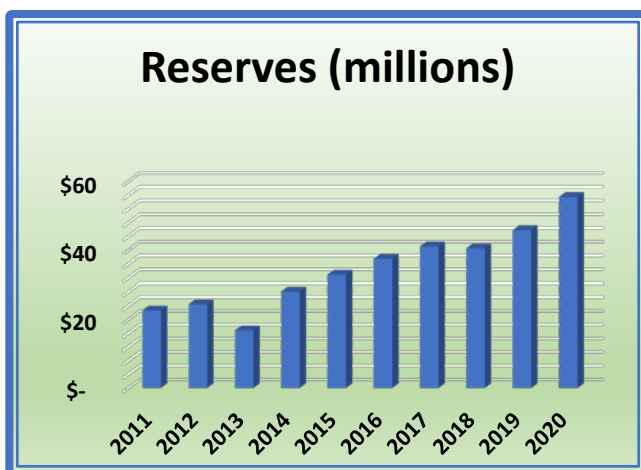
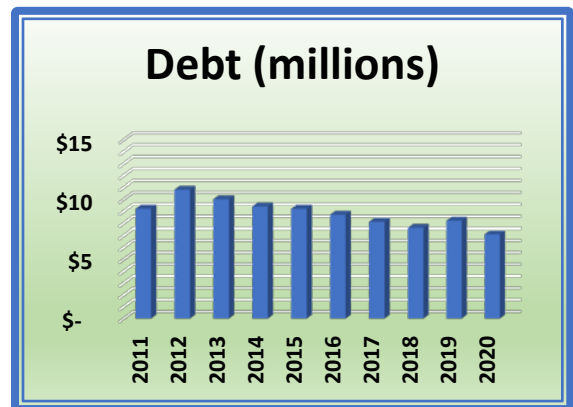
## 2020 Financial Position

Financial assets	\$ 89,877,492
Liabilities	-\$ 33,224,354
Non-financial assets	\$ 455,598,424
<b>Total</b>	<b>\$ 512,251,562</b>

Revenues and expenses have increased over the past ten years, reflecting the community's increased population and services and the expectations of Whitehorse residents.



Overall debt has been reduced over the past nine years and debt, as a percentage of the overall budget, is low compared to like-sized municipalities.

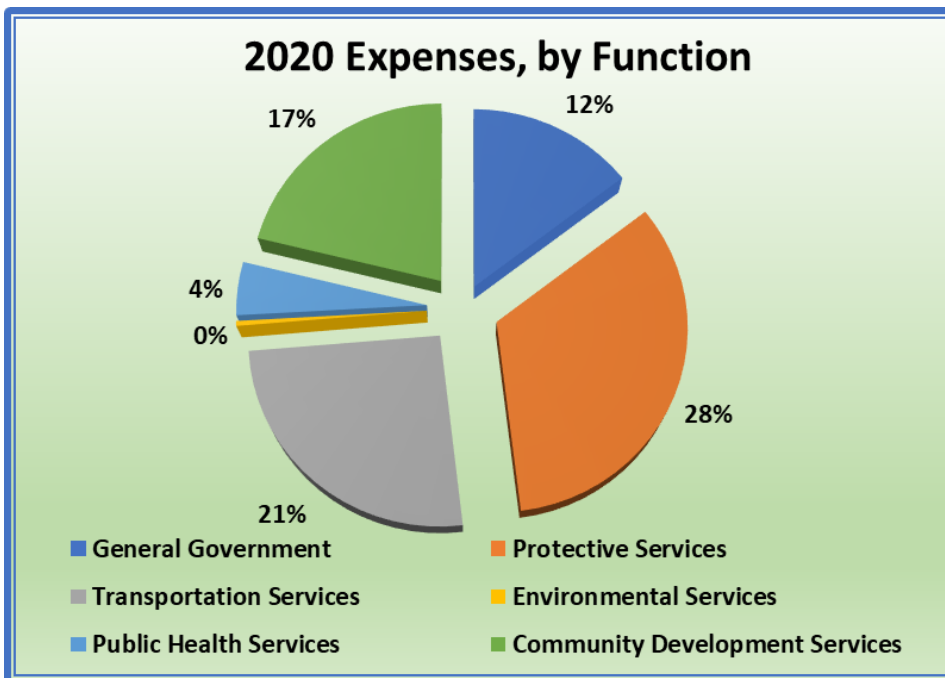
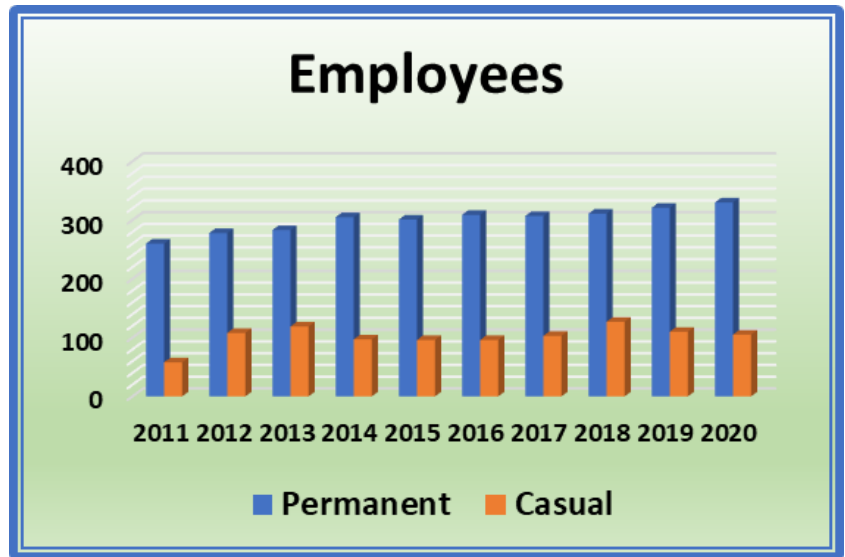


Over the past seven years, Whitehorse has worked hard to increase reserves, recognizing the importance of asset management when ensuring the future of the corporation.

# City of Whitehorse 2022 – 2024 Strategic Priorities

## The Organization

With the continued population increases in Whitehorse, services have also increased, resulting in additional employees to meet rising demand.



Protective Services and Transportation are 50% of overall expenditures.

# City of Whitehorse 2022 – 2024 Strategic Priorities

## Key Themes

During the strategic planning process, Council discussed many issues facing Whitehorse and aims to focus on the following key themes:

- Providing additional **housing, development, commercial and industrial opportunities** in Whitehorse has been limited for a number of years and has not kept pace with population growth, economic growth, and market demands. Whitehorse's traditional methodologies and policies and partnership with Yukon Government have not kept pace with the demand. This has led to:
  - Minimal bare land opportunities
  - Significantly increased housing prices and difficulties with affordability and attainability for owners and renters
  - Frustration by the community, by developers, and by entrepreneurs
  - Difficulty attracting workers to Whitehorse.
- **Engagement and collaboration with Indigenous Peoples** are significant to Council as it engages, includes, and partners with First Nations. The City is a partner with Ta'an Kwäch'än Council and Kwanlin Dün First Nation in meeting the diverse needs of all Whitehorse residents. Our City lies within the Traditional Territories of these two Yukon First Nations, and we value the history, culture, opportunities, and partnerships that we share with Indigenous Peoples.
- Council understands that **inclusivity, accessibility and diversity** require continued consideration in the delivery of services in Whitehorse. Although there has been positive change to date, there are ongoing opportunities to ensure that all citizens feel understood, included, accepted, and respected in their connections to the community.
- **Community safety** remains a top priority for Council. Community public safety can be enhanced through partnerships, advocacy, policy/bylaw changes, and improvements to existing prevention plans.
- **Climate change and adaptation** have been a priority for Whitehorse for many years and remain a priority today. In 2019, Whitehorse Council declared a climate change emergency, and this Council intends to continue to reduce its carbon footprint and adapt to change. With the increasing changes in wildfire behaviour, flooding, snow events, cold events, and increased knowledge around climate adaptation, Whitehorse must continue to reduce and adapt.

**Service excellence** has always been a priority, and this Council continues to advocate for exceptional performance in all aspects of the City's delivery of essential and support services. Improvements to snow and ice control management and traffic congestion have become crucial as the City grows and adapts to climate change. In addition, there are many opportunities to create sport, recreation, and tourism expansion to meet the community's expectations.

# City of Whitehorse 2022 – 2024 Strategic Priorities

## Housing & Development

**The City of Whitehorse believes that every person deserves a safe and affordable space to call home and works to ensure a variety of housing and commercial/industrial land is available and attainable now and into the future.**

Improve the overall housing supply

- *Plan for the next subdivision in Whitehorse.*
- *Create the ability for businesses to add staff housing on commercial and industrial lands.*
- *Evaluate the opportunities for redevelopment of the municipal services building site and other sites.*
- *Create a housing advisory committee.*
- *Host a housing summit.*

Review opportunities to enhance the downtown core reflecting its place as the centre of our Capital City.

Increase land development in Whitehorse.

- *Explore new and innovative approaches to land development.*
- *Evaluate opportunities to purchase and develop property.*
- *Streamline building/development permit processing.*
- *Create more opportunities for commercial and industrial land development.*

## Engagement and Collaboration

**The City of Whitehorse values strong and meaningful relationships with Yukon First Nations & community members**

Commit to moving forward in the spirit of Truth and Reconciliation.

- *Working together to ensure reconciliation and collaboration with both Ta'an Kwäch'än Council and Kwanlin Dün First Nation is a priority on all levels.*
- *Increase our knowledge and recognition of Indigenous culture and history in support of Truth and Reconciliation.*
- *Review the Declaration of Commitment agreement with Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.*

Enhance civic engagement, communication, collaboration and consultation.

**WE COMMIT TO MOVING FORWARD IN A SPIRIT OF RECONCILIATION AND COLLABORATION TO CONTINUE BUILDING PARTNERSHIPS WITH INDIGENOUS PEOPLES AND THE COMMUNITY THAT WE SERVE**

# City of Whitehorse 2022 – 2024 Strategic Priorities

## Inclusivity, Accessibility and Diversity

**The City of Whitehorse welcomes all voices and diverse perspectives in strengthening its operations and services designed to achieve equitable opportunities for all**

Develop and implement a plan to improve accessibility in Whitehorse

- *Improve City services to support aging in place.*
- *Review accessibility policy and standards.*
- *Increase accessibility for all.*

Develop and implement a plan to improve inclusivity and diversity in Whitehorse

- *Evaluate the creation of an inclusivity advisory committee.*
- *Recommit to the Coalition of Inclusive Municipalities.*
- *Evaluate opportunities for employment diversity within the organization.*
- *Evaluate opportunities to ensure a respectful Whitehorse community.*

## Community Safety

**The City of Whitehorse works to continuously strengthen its public safety**

Evaluate opportunities for enhancing community safety

- *Support programming to assist with crime prevention.*
- *Develop community safety improvements (in conjunction with partner government agencies, where applicable).*
- *Review the Vehicle for Hire bylaw.*
- *Review crime prevention strategies.*
- *Analyze flood risks and mitigation strategies.*
- *Review and continue to implement the existing wildland fire plan.*

# City of Whitehorse 2022 – 2024 Strategic Priorities

## Climate Change and Adaptation

**The City of Whitehorse's operating model is based on the core principles of environmental protection, which support both our community and planet as we move into a changing future.**

Create and implement a strategy to effectively respond and adapt to climate change.

Improve active transportation opportunities and infrastructure.

Invest in and enhance the transit system.

## Service Excellence

**The City of Whitehorse continues to ensure services are accessible, easy to use, reliable and highly valued by residents, business owners and visitors.**

Ensure Whitehorse continues to be fiscally responsible.

Review Whitehorse's role in tourism advocacy.

Evaluate traffic congestion along key transportation routes.

Improve snow and ice control management.

- *Conduct a snow and ice management program review, considering alternate delivery methods and accessibility standards*
- *Update the Snow and Ice Control policy*

Create sport and recreation facilities and opportunities

- *Create a legacy from the 2027 Canada Winter Games (if confirmed)*
- *Create more recreational programming*
- *Increase City programming space*

Evaluate options to expand Yukon River crossing infrastructure.

# City of Whitehorse 2022 – 2024 Strategic Priorities

## Further Steps

These Strategic Priorities provide direction for Council, staff and the community for 2022-2024. It is important that this Plan is delivered during this time period however; other priorities may be added or removed as the world changes around us. We understand many of these priorities are longer-term, but we are committed to pursuing them now to build the base for future success.

The Plan will be reviewed annually, ensuring accuracy and prioritizations remain relevant.

## 2021 – 2024 Council



From left to right: Jocelyn Curteanu, Dan Boyd, Mellisa Murray, Michelle Friesen, Laura Cabott, Ted Laking, Kirk Cameron.



# City of Whitehorse 2022 – 2024 Strategic Priorities

## APPENDIX

### Past Strategic Planning in Whitehorse

#### 2013 Strategic Plan

The 2012-2015 Council embarked on an extensive strategic planning exercise starting in December 2012 and finished in May 2013. This comprehensive 35-page document was developed in consultation with the community and included: Mandate; Mission Statement; Guiding Principles; Vision Statement; Vision Checklist; Strategic Focus Areas; Strategic Framework; Strategic Assessment; Strategic Priority Setting; and Strategic Action.

##### Strategic Focus Areas:

- Destination City
- Sustainable City
- Strategic Leadership
- Vibrant Economy
- Community Engagement

#### 2017 Strategic Plan Update

The 2015-2018 Council reviewed and updated the 2013 Strategic Plan in early 2017. The document includes: Background; Mission; Values; Where We Are Going; Key Accomplishments; Future Planning Highlights; Department Plans; and, Key Capital Projects.

##### Strategic Topics:

- Planning for Growth
- Affordable Housing
- Operational Efficiencies
- Environmental Health

#### 2019 Strategic Plan Update

Completed between November 2018 and January 2019, this update ensured the 2018-2021 Council's shared understanding of the organization's purpose and vision for the community. Issues and opportunities were identified and reviewed to arrive at Strategic topics for further consideration.

##### Strategic Topics:

- First Nations Relations
- Intergovernmental Collaboration
- Environmental Leadership
- Public Engagement
- Service Excellence

#### 2020 Strategic Priorities Update

2018- – 2021 Council met on February 11 and 12, 2020 to review progress made in 2019. Council, along with Senior Management, focused on enhancing organizational and governance excellence through the following activities: identified topics of interest for discussion; explored each topic for excellence ideas; and, determined organizational excellence strategies for implementation.

##### Strategic Priorities:

- Environmental Stewardship
- Transportation
- Infrastructure Renewal
- Public Safety
- Housing

## **ADMINISTRATIVE REPORT**

<b>TO:</b>	Corporate Services Committee
<b>FROM:</b>	Administration
<b>DATE:</b>	April 19, 2022
<b>RE:</b>	Forthcoming Procurements – For Information Only

### **ISSUE**

Bi-monthly update on forthcoming procurement projects with an anticipated value greater than \$100,000.

### **REFERENCE**

[Procurement Policy 2020-03](#)

Appendix A – Upcoming procurement projects information report

### **HISTORY**

In accordance with section 3.5.1 of the Procurement Policy, a list of forthcoming procurements with an anticipated value greater than \$100,000 must be provided to Council on a bi-monthly basis.

### **ANALYSIS**

Managers have been asked to review their capital projects and operating requirements and to provide information on their anticipated procurements over \$100,000 for the period of **May to June 2022**. The information as compiled by Financial Services department is attached as Appendix A.



## Appendix A

### Upcoming Procurement Projects Information Report to Council

#### Report Number 2022-02

<b>Date of Meeting:</b>	April 14, 2022
<b>Subject:</b>	2022 Bi-monthly Procurement Projects Update
<b>Period:</b>	May – June 2022
<b>Purpose:</b>	The purpose of this report is to provide Council with a bi-monthly update on forthcoming procurement projects with an anticipated value greater than \$100,000

#### Upcoming Procurement Projects

No.	Department	Project Title	Brief description	Budget (Operating/ Capital)	Commencement Report Required (No/Yes + reason)	Anticipated Procurement Posting Date
1	Engineering Services	Downtown Reconstruction: Wood & Steele 1st-2nd Ave	Consulting services for the engineering detailed design of the full reconstruction of Wood & Steele Streets.	#240c00321	No, Project Value <\$500k	May 11, 2022
2	Engineering Services	Hamilton Blvd & Falcon Dr. South Roundabout	Construction services for the installation of a roundabout at the intersection of Hamilton Blvd and Falcon Drive South.	#240c00720	Yes, Project Value >\$500k	May 31, 2022
3	Engineering Services	Schwatka Lake West Shore Area Improvements	Construction services for the construction of a parking lot and extension to the existing boat ramp.	#240c01420	No, Project Value <\$500k	May 31, 2022
4	Engineering Services	Copper Haul Road Improvements	Engineering services for the design, permitting, and construction inspection associated with the Copper Haul Road Improvements project.	#240c00622	No, Project Value <\$500k	May 18, 2022
5	Water and Waste Services	Pot Hole Lake Service Upgrade	To remove settled solids and soil from the bottom of Pot Hole Lake, upgrade a portion of the Pot Hole Lake access road, and install a lake level logger.	#650c00618	No, Project Value <\$500k	May 16, 2022
6	Water and Waste Services	PC Flush Line Upgrade at VC1	The development of the repair specifications and the upgrade work of the PC Flush Line at valve chamber #1(VC1).	#650c00222	Yes, Project Value >\$500k	May 16, 2022

No.	Department	Project Title	Brief description	Budget (Operating/ Capital)	Commencement Report Required (No/Yes + reason)	Anticipated Procurement Posting Date
7	Water and Waste Services	Marwell Lift Station Diesel Engines Upgrade	Consulting services for engineering assessment to assess the existing electrical connections and develop specs to tender the new engines, and the acquisition of the two diesel engines at Marwell Lift Station.	#650c00922	Yes, Project Value >\$500k	May 16, 2022
8	Water and Waste Services	Selkirk PH Second Barrier Treatment - Basic and Detailed Design	To retain a consultant to perform the Basic and Detailed Design (2022-2023) for upgrading the current Selkirk Pumphouse.	#650c00421	Yes, Project Value >\$500k	May 30, 2022
9	Fleet & Transportation Maintenance	Compost Equipment Replacement	To replace the existing sittler screener compost trommel at the Compost Facility.	#320c00513	No, Project Value <\$500k	June 1, 2022
10	Property Management	Spray Foam Insulation Upgrade - Compost Processing Facility	Removing the existing damaged insulation from walls/roof, applying primer on substrate and closed cell spray polyurethane foam (SPF), and applying Intumescent coating for fire protection of spray polyurethane foam (SPF).	360c00622	No, Project Value <\$500k	May 1, 2022

## **ADMINISTRATIVE REPORT**

<b>TO:</b>	Corporate Services Committee
<b>FROM:</b>	Administration
<b>DATE:</b>	19 April 2022
<b>RE:</b>	Budget Amendment – Marwell Lift Sanitary Forcemain Repair Project

### **ISSUE**

Administration is requesting a budget amendment for the Marwell Lift Sanitary Forcemain Repair project to proceed with construction.

### **REFERENCE**

Bylaw 2021-41 Capital Expenditure Program 2022-2025, 240c00119 Marwell Lift Sanitary Forcemain Repair and 240c01220 Arkell Storm Sewer Outfall Improvements

[Procurement Policy 2020-03](#)

Marwell Lift Sanitary Forcemain Repair – Drawing

Marwell Lift Sanitary Forcemain Repair – Key Plan

### **HISTORY**

Major rehabilitation work to the Marwell Lift Station was carried out in 2017/2018, which included replacement of most of the mechanical piping within the station and the addition of a new valve chamber between the station and the Yukon River. At the time of the major rehabilitation work a small section of existing forcemain pipe from the station building to the new valve chamber was uncovered and was found to be in poor condition. An engineering consultant's assessment identified that this small section of pipe is well beyond its useful life and should be replaced as soon as possible.

This forcemain is a key component of the City's waste water collection system and there is currently no backup piping between the Marwell Lift to the Livingstone Trail waste water lagoons, which are approximately 8 km away. If this pipe were to fail, an unauthorized discharge of raw sewage would occur directly into the adjacent Yukon River, resulting in costly emergency repair work and potential regulatory fines. Considering the criticality of this forcemain, this year as part of the City's ongoing project titled Utility Stations and Forcemain Condition Assessment, non-destructive tests were completed at three locations along the ~8km forcemain between the Yukon River and the Livingstone Trail waste water lagoons. The assessment is not complete, but at this time all indications suggest that there are no other immediate concerns with the Marwell Lift forcemain.

It should be noted that a new bypass system was installed as part of the 2018 rehabilitation work, in order to reduce the complexity of replacing this exterior piping between the building and the valve chamber.

To address the funding shortfall, it is proposed to cancel the 2022 capital project to improve the existing Arkell storm outfall and resubmit for funding in 2023. The intent of

this project was to provide improvements to reduce operating efforts as a result of glaciation that occurs during the winter months within the storm sewer pipe and at the outfall area. The contemplated improvements include regrading of the outfall area and installation of electrical heat trace wire within the storm sewer pipe to prevent glaciation. It is proposed to decelerate the Arkell Storm Sewer Outfall Improvements project, which has a total budget of \$150,000 and funded entirely from the Canada Community-Building Fund, to allow resources to complete the more critical project, the Marwell lift Sanitary Forcemain Repair.

### **ALTERNATIVES**

1. Amend the Capital Budget for the Marwell Lift Sanitary Forcemain Repair project and the Arkell Storm Sewer Outfall Improvements project
2. Refer the matter back to Administration for further analysis

### **ANALYSIS**

The Marwell project was tendered in July 2020, and one bid was received that was over budget and significantly over the pre-tender estimate. The project was delayed until 2021 to explore the possibility of combining it with the Galena Road Water main replacement project; however this project has been deferred to 2023.

The Marwell Lift Sanitary Repair project was retendered in December 2021, before which the pre-tender estimate was reconfirmed by the engineering consultant, and no bid submissions were received. Following discussions with Procurement, the project was retendered and only one bid was received. The bid received was also over the available budget for the project and the pre-tender estimate. Due to the turbulence and quantity of work in the construction market it is plausible that other construction companies were too busy to bid on the project. It is also likely that cost increases are attributed to project risks, lack of competition, labour shortage, supply chain uncertainties, shipping concerns, and increased materials costs were inflated at an accelerated rate between November of 2021 and this time.

Following the closing of the latest tender, the City issued a post tender addendum to explore alternate materials for the forcemain piping to understand if there are potential cost savings available. The material that was specified in the original tender was a thick walled stainless steel pipe with seamless joints to provide an enhanced life span considering the known issues with increased levels of grit within the effluent from the Marwell Lift Station that can cause accelerated deterioration of the pipe wall thickness.

The following four alternatives were explored:

- A thinner stainless steel pipe that is seamless (approximate cost savings of \$33,000)
- A thick walled stainless steel pipe that is welded instead of seamless (approximate cost savings of \$32,000)

- Non-stainless steel pipe with protective jacket (the bidder was not able to provide a price due to lack of supply)
- Ductile iron piping (this option was explored by the consulting engineer, but was not deemed a suitable option and no price was requested from the bidder)

At this stage, Administration is not comfortable delaying this project any further to wait for more favorable market conditions. Due to the risk of pipe failure balanced with the efforts Administration has put into bringing the costs down for this project, the best available alternative, at this time, is to proceed with awarding the project with the material alternative of a thick-walled stainless steel pipe that is welded instead of seamless for a cost savings of \$32,000.

Available 2022 Budget:	\$213,000 (uncommitted)
Construction Bid:	\$356,895
Savings - Alternate Materials:	\$32,000
Additional Budget Required:	\$115,000

The project budget requires an additional \$115,000 to complete the project. The additional expenditures are eligible under the Canada Community-Building Fund (formerly known as Gas Tax Fund).

### **ADMINISTRATIVE RECOMMENDATION**

THAT Council direct the 2022 to 2025 Capital Expenditure program be amended by increasing the budget for the Marwell Lift Station Forcemain Repair project #240c00119 in the amount of \$115,000, funded from the Capital Reserve until an amended Canada Community-Building-Fund Transfer Payment Agreement has been approved; and

THAT Council direct the 2022 to 2025 Capital Expenditure program be amended by decreasing the budget for the Arkell Storm Sewer Outfall Improvements project #240c01220 in the amount of \$150,000, funded from the Canada Community-Building Fund.





SCALE:	DRAWN:
1:250	RSC
DATE:	CHECKED:
APRIL 8, 2022	
DRAWING:	
REVISION:	

MARWELL LIFT  
SANITARY FORCEMAIN REPAIR  
DRAWING

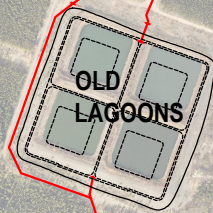


R:\DEVELOPMENT - SERVICES\ENGINEERING\INTERNAL WATER & SEWER\MARWELL 2022\MARWELL LIFT UPGRADES\03 - PROCUREMENT\03 DRAWINGS\MARWELL LIFT SANITARY FORCEMAIN REPAIR ADMIN.DWG





TO LIVINGSTONE TRAIL  
ENVIRONMENTAL  
CONTROL FACILITY  
(approx. 4km)



EX 6100 STEEL FORCEMAIN

YUKON RIVER

MARWELL

MARWELL LIFT STATION

SCALE:	DRAWN:
NTS	RSC
DATE:	CHECKED:
APRIL 8, 2022	
DRAWING:	
REVISION:	

# MARWELL LIFT SANITARY FORCEMAIN REPAIR KEY PLAN





## **ADMINISTRATIVE REPORT**

<b>TO:</b>	Corporate Services Committee
<b>FROM:</b>	Administration
<b>DATE:</b>	April 19, 2022
<b>RE:</b>	Budget Amendment – Robert Service Campground Building

### **ISSUE**

Budget amendment for Robert Service Campground Building

### **REFERENCE**

Request for Tender RFT 2022-003

2022-2025 Capital Expenditure Program 320c00420 Robert Service Campground Building

### **HISTORY**

A request for tender (RFT) was released and closed in March of 2022 to seek the construction of a new Robert Service Campground Building. The RFT was advertised on the City's website and in local newspapers. The RFT documents were also made available via the City's e-procurement platform [www.whitehorse.bonfirehub.ca](http://www.whitehorse.bonfirehub.ca).

This new building was to intended to replace the old campground office structure that will not only be a benefit out of town campers but also to expand recreation opportunities for the Whitehorse community at large. The new building would extend the usage of that property into multiple seasons as well as create additional space for more recreational programing either direct (i.e. City Day camps) or indirectly (i.e. Boy/Girl Scouts / weddings / community space / etc.).

The RSCG Building tender closed on March 25,2022 and three compliant submissions were received with the lowest bid exceeding the approved capital budget by \$750,000.

The total approved budget for this project was \$3,129,777 with the bulk of the funding coming from the Investing in Canada Infrastructure Program (ICIP) with an approved contribution of \$2,815,000 and the remainder from City reserves.

### **ALTERNATIVES**

1. Amend the Capital Budget for the Robert Service Campground Building project.
2. Refer the proposed award back to Administration for further analysis

### **ANALYSIS**

With the final design at 99% completion a Class "A" estimate was prepared late in 2021 and it indicated that the total cost could exceed the City's budget. At this time City Administration reviewed the scope of the project and managed to identify a number of

cost savings with minimal design changes to bring the project back in budget. These changes were made prior to the release of the RFT in 2022.

The review of the bids by an internal review committee, which comprised personnel from Procurement and Property Management included checking for completeness, mathematical errors, and proper tender security. The review committee agreed that the low bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully.

The City of Whitehorse is experiencing a significant price increase on recent construction projects as a result of national and international supply chain issues, rising commodity and inflationary rates as well as a very active local construction industry.

### **ADMINISTRATIVE RECOMMENDATION**

THAT Council direct the 2022 to 2025 Capital Expenditure Plan be amended by increasing the 2022 project number 320c00420 in the amount of \$750,000, funded by the General Reserve to cover the additional costs.

**CITY OF WHITEHORSE**  
**CITY PLANNING COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Dan Boyd

**Vice-Chair:** Ted Laking

April 19, 2022

Meeting #2022-08

- 
1. New Business

**CITY OF WHITEHORSE**  
**DEVELOPMENT SERVICES COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Jocelyn Curteanu

**Vice-Chair:** Mellisa Murray

April 19, 2022

Meeting #2022-08

- 
1. New Business

**CITY OF WHITEHORSE**  
**CITY OPERATIONS COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Ted Laking

**Vice-Chair:** Dan Boyd

April 19, 2022

Meeting #2022-08

- 
1. Procurement Commencement – Traffic Signals Fourth and Main  
Presented by Manager Taylor Eshpeter
  2. New Business

## **ADMINISTRATIVE REPORT**

<b>TO:</b>	Operations Committee
<b>FROM:</b>	Administration
<b>DATE:</b>	April 19, 2022
<b>RE:</b>	Procurement Commencement – Traffic Signals Fourth and Main

### **ISSUE**

Council approval to commence the procurement of construction services for project 240c00619 Traffic Signals Fourth and Main

### **REFERENCE**

[Procurement Policy 2020-03](#)

2022-2025 Capital Expenditure Program 240c00619 Traffic Signals Fourth and Main  
Traffic Signals Fourth and Main - Drawing

### **HISTORY**

In accordance with Section 3.1.1 of the Procurement Policy 2020-03, Council authorization is required prior to the commencement of procurements with an estimated value of \$500,000 or more and of procurements less than \$500,000 that are deemed to be of significant risk, involve security concerns or may be of significant community interest. This procurement is anticipated to be over \$500,000.

The project involves reconstruction of the Fourth Avenue and Main Street Traffic Signals, including rebuilding and extending the bulb-outs at each corner of the intersection to improve traffic calming and increase the pedestrian realm at this intersection.

Funding for this project is provided through the Canada Community Building Fund (formerly Gas Tax) and is included in the approved 2022 re-budget of capital expenditures and the 2022-2025 Capital Expenditure Program.

### **ALTERNATIVES**

1. Authorize Administration to commence the procurement for project 240c00619 Traffic Signals Fourth and Main.
2. Refer the matter back to Administration.

### **ANALYSIS**

The Traffic Signals at Fourth and Main are one of the original sets of signals installed in Whitehorse in 1979. The signals have been updated, but have reached the end of their service life and are in need of replacement. A new signal system will use new stronger poles, new hardware with pedestrian accessible audible pushbuttons, wireless bicycle pushbuttons and the system will be activated by side street traffic. In order to install the bases for the new poles, the existing sidewalks at each corner will be disturbed, which

provides the opportunity to rebuild the bulb-outs with wider pedestrian friendly areas and safer crosswalks with reduced crossing distances and improved sightlines for drivers.

### Purchasing

A Request for Tender (RFT) will be publicly issued and the lowest compliant bid will be eligible for contract award. Purchase approval will be obtained in accordance with the Procurement Policy.

### Procurement Policy Principles

**Compliance:** The RFT will follow City policy and procedures for procurements.

**Supplier Access, Transparency, and Fairness:** The RFT will be publicly available on the City's e-procurement platform, [www.whitehorse.bonfirehub.ca](http://www.whitehorse.bonfirehub.ca)

**Best Value:** The RFT will be publicly advertised and awarded to the lowest compliant bidder that can meet the specifications set by the City.

**Efficient and Effective Procurement:** The procurement of construction services for Traffic Signals has been successfully completed numerous times in the past by the City.

**Local Procurement:** Local contracting expertise is known to exist for this type of work.

**Sustainable Procurement:** The current intersection uses cycle timing for lights activation. The new system will be activated by side street traffic, shortening idle time of vehicles. New wider sidewalks and activated crosswalks encourages pedestrian use and provides a safer crossing environment. The bicycle pushbuttons encourage active transportation through ease of use and safety.

### Tentative Project Schedule

<u>Item</u>	<u>Proposed date(s)</u>
Issue solicitation document	May 2022
Issue Purchase Order/Contract	June 2022
Start of Project	June 2022
Substantial Performance	September 2022
Total Completion	September 2022

### ADMINISTRATIVE RECOMMENDATION

THAT Council authorize Administration to commence the procurement of project 240c00619 Traffic Signals Fourth and Main Project.





ROYAL BANK

ELIJAH SMITH

REPLACE 4 EXISTING  
TRAFFIC SIGNALS

NEW PUSH-BUTTON FOR BICYCLE CROSSING

MAIN STREET

NEW CURB EXTENSIONS

NEW PUSH-BUTTON FOR BICYCLE CROSSING

NEW TRAFFIC SIGNAL POLE

T&M HOTEL

FOURTH AVENUE

COAST  
MOUNTAIN

# TRAFFIC SIGNALS FOURTH AND MAIN - DRAWING

SCALE: 1:500	DRAWN: RSC
DATE: APRIL 7, 2021	CHECKED:
DRAWING:	
REVISION:	



**CITY OF WHITEHORSE**  
**COMMUNITY SERVICES COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Mellisa Murray

**Vice-Chair:** Michelle Friesen

April 19, 2022

Meeting #2022-08

- 
1. Spring Recreation Grant Allocations  
Presented by Acting Manager Keri Rutherford
  2. New Business

## **ADMINISTRATIVE REPORT**

<b>TO:</b>	Community Services Committee
<b>FROM:</b>	Administration
<b>DATE:</b>	April 19, 2022
<b>RE:</b>	Spring Recreation Grant Allocations

### **ISSUE**

Approval of the grant recommendations for Spring Recreation Grant allocations

### **REFERENCE**

[Recreation Grant Policy](#)

Appendix A – Grant Summary

Appendix B – Operational Support Summary

### **HISTORY**

Council policy governs the allocation of recreation grants. The Recreation Grant Task Force met on April 5, 2022 to discuss and compile recommendations for funding in accordance with the Recreation Grant Policy.

A total of \$250,000 is available for two granting sessions in 2022. The funding available for this session for all Recreation Grant categories is \$175,000 plus any refunds received.

The total amount received by the City for 2022 through the Community Lottery Fund was \$197,176. The City continues to acknowledge Lotteries Yukon support in City advertising.

### **ALTERNATIVES**

1. Approve the allocation of the grants as recommended by the Task Force
2. Refer the matter back to Administration

### **ANALYSIS**

The Recreation Grant Task Force received and reviewed 31 applications totalling \$155,200 in requests. Applications were submitted under the Recreation Grant Policy and the four funding categories: Ongoing Projects and Initiatives, New Projects and Initiatives, Training and Leadership Development, and Operational Support. The evaluation of the applications was conducted using the evaluation matrix and eligibility criteria.

Council has the authority to deny any of the recommendations brought forward by the Task Force. The result of denied recommendations is that some projects might not proceed.

Per the Community Lotteries guidelines, any requests that are related to operations & maintenance (O&M) are ineligible for funding. This means that all of the O&M requests received are funded using the City's contribution of \$52,824.

A summary of applications received, together with the recommendations of the Task Force, are listed in the attached documents identified as Appendix A – Grant Summary and Appendix B – Operational Support Summary.

\$144,000 is recommended for allocation by the Recreation Grant Task Force and is within the amount of funding available.

Where funding recommendations do not reflect the full amount of funding requests, it is because certain elements of an application may be fundable under another program, or it is reflective of the condition of the application, or there are insufficient grant funds to fully cover the request.

#### **ADMINISTRATIVE RECOMMENDATION**

THAT Council approve the allocation of \$144,000 for Recreation Grants as recommended by the Recreation Grant Task Force.

Appendix A - Grant Summary

2022 Spring Recreation Grants

#	Applicant	Priority/Type	Project	Last Funded Year	Last Funded Amount	Amount Requested	Amount Recommended
1	Alpine Ski Association	Ongoing Projects and Initiatives	Cabin 55-Leveling, Deck	Spring 2021	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
2	Yukon DISC-VERSITY Guild	New Projects and Initiatives	DISC-versity Disc Golf Pride Picnic	New Applicant		\$ 4,000.00	\$ 4,000.00
3	Friends of Mount Sima	Ongoing Projects and Initiatives	Explorer camps	Spring 2021	\$ 2,000.00	\$ 6,000.00	\$ 6,000.00
4	Gwaandak Theatre Society	Ongoing Projects and Initiatives	Indigenous Summer Play Readings	Spring 2020	\$ 3,000.00	\$ 7,000.00	\$ 7,000.00
5	Jazz Yukon	Ongoing Projects and Initiatives	Jazz in the Hall	Spring 2021	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
6	Larrikin Entertainment Ensemble	New Projects and Initiatives	Theatrical Production (Blocked The Musical)	Spring 2021	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
7	Music Yukon	Ongoing Projects and Initiatives	Arts in the Park	Spring 2021	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00
8	Nakai Theatre Ensemble	New Projects and Initiatives	Nakai @ Wondercrawl	Spring 2020	\$ 3,000.00	\$ 4,000.00	\$ 4,000.00
9	Special Olympics Yukon	Ongoing Projects and Initiatives	Golf Program	Spring 2021	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00
10	The Heart of Riverdale	Ongoing Projects and Initiatives	Facility Fees/Admin and advertising	Spring 2021	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
11	Whitehorse Concerts	Ongoing Projects and Initiatives	Whitehorse Concert Classical Music Series	Spring 2021	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
12	Whitehorse Cross Country Ski Club	New Projects and Initiatives	Ski Club Signage	Spring 2021	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00
13	Yukon Arts Centre	Ongoing Projects and Initiatives	Youth Arts Education and Transportation Program	Spring 2021	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
14	Yukon Conservation Society	Ongoing Projects and Initiatives	Nature Interpretation Program	Spring 2021	\$ 7,000.00	\$ 5,350.00	\$ 5,350.00
15	Yukon Music Camp	Ongoing Projects and Initiatives	Yukon Summer Music Camp 2022	Spring 2021	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
16	Yukon Transportation Museum Society	Ongoing Projects and Initiatives	Alaska Highway 80th Anniversary - Exploring Post-Pandemic Programming	Spring 2021	\$ 4,500.00	\$ 7,000.00	\$ 7,000.00
17	Yukon Invasive Species Council	New Projects and Initiatives	Signage and Materials	New Applicant		\$ 7,000.00	\$ 7,000.00
				Total Amount Requested:		\$ 94,350.00	
				Total Amount Available - Spring:		\$175,000.00	\$94,350.00

**Appendix B - Operational Support Summary**  
**2022 Spring Recreation Grants**

#	Applicant	Priority/Type	Project	Last Funded Year	Last Funded Amount	Amount Requested	Amount Recommended
1	Biathlon Yukon	Operational Support	Operation and Maintenance	Spring 2020	\$4,200.00	\$4,200.00	\$4,000.00
2	Boreal Adventure Running	Operational Support	Yukon River Trail Marathon	Spring 2021	\$1,200.00	\$750.00	\$750.00
3	Freedom Trails	Operational Support	Therapeutic Horseback Riding Program	Spring 2021	\$4,000.00	\$5,000.00	\$4,000.00
4	Friends of Mount Sima	Operational Support	Operation and Maintenance	Spring 2021	\$5,000.00	\$5,000.00	\$4,000.00
5	Golden Age Society	Operational Support	Operation and Maintenance	Spring 2021	\$4,500.00	\$5,000.00	\$4,000.00
6	Mountain View Golf Course	Operational Support	Electrical maintenance	Spring 2021	\$4,500.00	\$5,000.00	\$4,000.00
7	Yukon Church Heritage Society	Operational Support	Operation and Maintenance	Spring 2021	\$4,500.00	\$5,000.00	\$4,000.00
8	Special Olympics Yukon	Operational Support	Electrical	Spring 2021	\$750.00	\$900.00	\$900.00
9	The Guild Society	Operational Support	Utility Support	Spring 2021	\$1,100.00	\$5,000.00	\$4,000.00
10	The Heart of Riverdale	Operational Support	Facility Fees/Admin and advertising	Spring 2021	\$4,500.00	\$5,000.00	\$4,000.00
11	Whitehorse Curling Club	Operational Support	Power Curling 2	Spring 2021	\$1,500.00	\$5,000.00	\$4,000.00
12	Yukon Music Camp	Operational Support	Operation and Maintenance	Spring 2021	\$4,500.00	\$5,000.00	\$4,000.00
13	Yukon Transportation Museum Society	Operational Support	Operations and maintenance	Spring 2021	\$4,500.00	\$5,000.00	\$4,000.00
14	Yukon Climb	Operational Support	Youth Program Development	New Applicant		\$5,000.00	\$4,000.00
				Total Amount Requested:		\$60,850.00	
				Total Amount Available for Spring & Fall		\$52,824.00	\$49,650.00
				TOTAL GRANT RECOMMENDATIONS Appendix A & Appendix B			\$141,600.00

**CITY OF WHITEHORSE**  
**PUBLIC HEALTH AND SAFETY COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Kirk Cameron

**Vice-Chair:** Jocelyn Curteanu

April 19, 2022

Meeting #2022-08

- 
1. New Business