

CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, May 13, 2019 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS

DELEGATES

COMMUNITY SERVICES COMMITTEE

1. New Business

PUBLIC HEALTH AND SAFETY COMMITTEE

1. New Business

DEVELOPMENT SERVICES COMMITTEE

1. Temporary Lane Closure – Construction at 3rd and Hawkins Street
2. New Business

CORPORATE SERVICES COMMITTEE

1. New Business

CITY PLANNING COMMITTEE

1. New Business

CITY OPERATIONS COMMITTEE

1. Solid Waste and Bears – For Information Only
2. Contract Award – Wheeler Street and Sixth Avenue Landscaping
3. Contract Award – 2019 Asphalt Overlay Project
4. Contract Award – Supply of Highway Tractor & End Dump Trailer
5. New Business

**CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE**

Date: Monday, May 13, 2019

Location: Council Chambers, City Hall

Chair: Jan Stick Vice-Chair: Jocelyn Curteanu



Pages

1. New Business

**CITY OF WHITEHORSE
PUBLIC HEALTH AND SAFETY COMMITTEE**

Date: Monday, May 13, 2019

Location: Council Chambers, City Hall

Chair: Jocelyn Curteanu Vice-Chair: Stephen Roddick



Pages

1. New Business

**CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE AGENDA**

Date: Monday, May 13, 2019

Location: Council Chambers, City Hall

Chair: Laura Cabott Vice-Chair: Dan Boyd



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Presented by Wayne Tuck	
2. New Business	

ADMINISTRATIVE REPORT

TO:	Development Services Committee
FROM:	Administration
DATE:	May 13, 2019
RE:	Temporary Lane Closure – Construction at 3 rd Avenue and Hawkins Street

ISSUE

Approval of a temporary lane closure to facilitate residential development construction

REFERENCE

Road Closure Construction and Storage Bylaw 2006-17
Street Occupancy Permit Application

HISTORY

NGC Builders Ltd. (the Builder) is constructing a new residential development at the corner of 3rd Avenue and Hawkins Street. The builder is requesting to utilize the laneway behind the lot to increase the available construction laydown area and also as a location for a construction crane for the duration of the project. The estimated duration is one year, May 2019 to May 2020. The resulting closure will limit vehicle access; however pedestrian access will be maintained through the laneway.

The current Road Closure Construction and Storage Bylaw provides that Council by resolution has the authority to approve requests to temporarily close all or part of a highway for the purpose of construction or storage for any duration in excess of seven days.

ALTERNATIVES

1. Approve the temporary total road closure for the period of May 2019 to May 2020
2. Do not approve the temporary total road closure

ANALYSIS

The Engineering Services Department has confirmed with the Fire Department that there are no concerns from an emergency fire response perspective and with the Water and Waste Department that there will be no impacts to residential waste collection.

The builder has demonstrated that this additional space is critical for the construction of the building and that it will improve the overall safety of the construction site and improve efficiency for contractors, shortening the construction time. Closure of public streets and other lands are common, particularly in the downtown, where there is limited space to accommodate construction projects. This inevitably results in temporary disruptions to some local users. Mitigations to these disruptions are addressed through conditions included in Street Occupancy Permits.

Five proposed conditions have been added to the Street Occupancy Permit, which are:

- 1) Notify all emergency services of closure: Ambulance, Fire, and RCMP.

- 2) Formally notify all affected individual residents
- 3) Work with private waste collectors to accommodate waste collection
- 4) Provide proof of liability insurance
- 5) Provide a traffic detour plan

ADMINISTRATIVE RECOMMENDATION

THAT Council approve the temporary closure of the laneway between Hanson Street and Hawkins Street at the location indicated on the Street Occupancy Permit to facilitate construction of a residential development for the duration of the construction project.



STREET OCCUPATION PERMIT APPLICATION

Permit #SOP19-_____

- Copy to: Water & Waste Services
- Transportation
- Bylaw Services
- Development Officer

Danica Boe
Applicant Name

210 Hawkins Street
Street Address where work is to be done

Legal Description of Property where work is to be done

NGC Builders Ltd.
Contractor/Company Name if applicable

7209 7th Ave, Whitehorse YT
Address of Contractor

Sanchez, the deli, the ledge building, 2 residences
Adjacent properties that may be affected by the activity

Danica Boe
Name of Contact Person

867 332 0455
Phone #

danica@narrowgauge.ca
Email or Fax

DESCRIPTION OF THE ACTIVITY (Describe type of work & equipment)

typical commercial construction, erection of a 6 storey condo building

DURATION OF THE ACTIVITY (start and end dates and/or times)

duration of the project starting May 1st. 2019 to May 1st 2020.

The above described location of street occupation, and as sketched in the area below, is for the purpose of construction, alteration, repair, maintenance, demolition or other work situated on or adjacent to the above property.

Sketch Area:

see attached sketch.

The applicant shall comply with the following terms and conditions of this permit:

- > Follow all requirements of the Occupation Health and Safety Regulations and observe all Territorial Acts and City Bylaws;
- > Undertake the work in such a manner as to do the least possible damage to any municipal infrastructure encountered
- > Restore or replace any disturbed or damaged surface works or appurtenances to City standards, unless otherwise approved by the Designated Officer, and submit proof of compaction testing (if required);
- > Ensure that access for emergency vehicles is available at all times, and if access is restricted or detoured, notify Ambulance Services, Whitehorse Fire Department, Bylaw Services and RCMP of the activity and the planned highway use or closure;
- > When required by the Designated Officer:
 - provide proof of liability insurance covering the work being undertaken;
 - provide security in a form and amount acceptable to the Designated Officer;
 - formally notify all affected individual residents, organizations or businesses at least (3) days prior to the proposed use or closure;
 - advertise appropriately, placing event notices in the local papers and on all local radio stations prior to any use or closure taking place;
 - provide a traffic detour plan for City approval prior to complete use or closure of a highway;
- > Provide all traffic and pedestrian control barricades and signs; and where traffic flow is reduced to one lane, or as directed by the Designated Officer, employ qualified flag people;
- > Ensure that pedestrian access is separated from vehicle traffic lanes, and maintained safely to all businesses during normal operation hours;
- > Pay for occupying metered parking stalls as required by the Bylaw Services Department;
- > Ensure that the collection of solid waste is accommodated (compostables, recycling, garbage; hazardous wastes) in accordance with Solid Waste Bylaw; keep the work site clean and free of debris and take measures to control dust, litter and tracked debris to the satisfaction of the Designated Officer; provide sufficient cleaning force to remove all debris, litter and waste after the activity is completed.
- > Complete all work regarding water, sewer and roads in accordance with the Servicing Standards Manual and Water/Sewer Bylaws; and
- > IF UNDERGROUND WORKS ARE PROPOSED IN CITY RIGHTS OF WAYS OR OTHER CITY LANDS (i.e. water, sewer, storm or metering) then a completed "Application for Water/Sewer/Storm Installation" is required to be submitted once a Development and/or Building Permit has been issued (if required), and a "Street Occupation Permit Application" has been approved. (Please see the Water & Waste Services Assistant.) If the Development Permit requires, an Engineering Inspection Work Order will be required instead.

The Applicant(s) hereby agree(s) to indemnify and save harmless the City of Whitehorse from any and all manner of actions, suits, claims and demands of any nature and kind whatsoever which shall have arisen or may arise by virtue of the construction, alteration, repair, maintenance and/or demolition contemplated by the permission and further agree(s) to waive any and all manner of actions, suits, claims and demands that the Applicant(s) may have against the City arising out of those works, the permission granted by the City, and any acts of the City relating to the works and permission.

Where Works to be carried out for the Owner are performed in whole or part by a Contractor, the Contractor shall be added as a signatory and shall be jointly and severally liable hereunder with the Owner, and shall be subject to all the terms and conditions herein.

Applicant(s) agree(s) to and accept(s) the terms and conditions of the permit.



 Signature of OWNER and/or CONTRACTOR

Apr 25, 2019

 Date of Signature

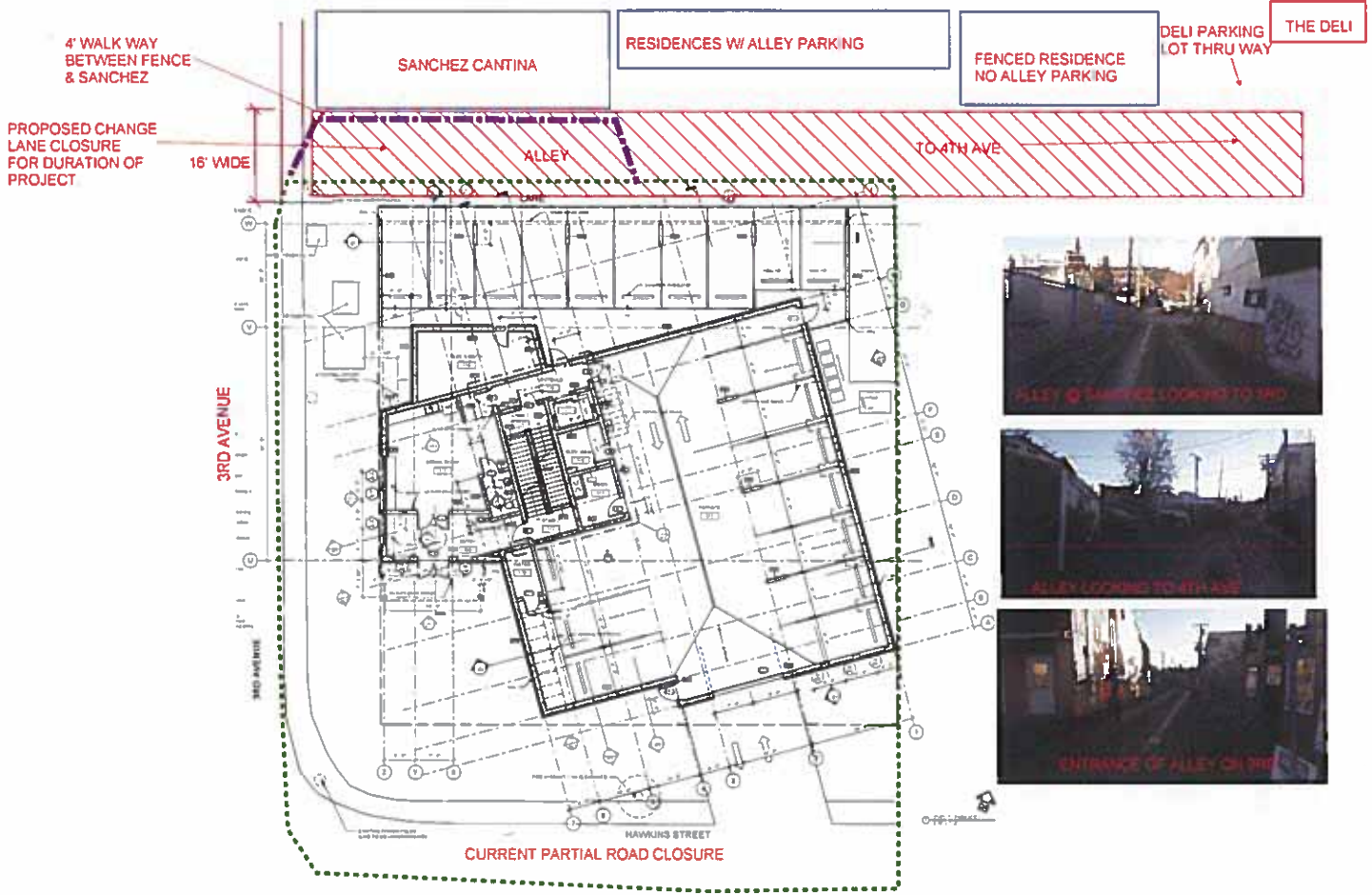
The City of Whitehorse hereby grants this permit subject to the terms and conditions outlined above and any other special conditions noted below:

- Notify all emergency services listed above
 - Formally notify all affected individual residents
 - Work with private waste collectors to accommodate waste collection
 - Provide proof of liability insurance
 - Provide a Traffic Detour Plan
- Approved by City Engineer: _____ Date: _____

- *NEW* SOP Fee Less than 1 week: \$ 35 – Quick Code BY40
 (under Bylaw 1 week to 1month: \$ 50 – Quick Code BY41
 #2013-34) Exceeding 1 month: \$100 – Quick Code BY42
 Other: _____

Or *NEW* Engineering Development Inspection Fee
 (Fees & Charges Bylaw 2014-22) Amount: _____





NGC BUILDERS LTD.
 CONTACT DANICA 332 0455
 MAR. 26, 2019

**CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE AGENDA**

Date: Monday, May 13, 2019

Location: Council Chambers, City Hall

Chair: Samson Hartland Vice Chair: Laura Cabott



Pages

1. New Business

**CITY OF WHITEHORSE
CITY PLANNING COMMITTEE AGENDA**

Date: Monday, May 13, 2019

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Chair: Stephen Roddick Vice-Chair: Jan Stick



Pages

1. New Business

**CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE AGENDA**

Date: Monday, May 13, 2019

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Chair: Dan Boyd Vice-Chair: Samson Hartland



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5. New Business	

ADMINISTRATIVE REPORT

TO: Operations Committee
FROM: Administration
DATE: May 13, 2019
RE: Solid Waste and Bears – For Information Only

ISSUE

Update to Council regarding solid-waste related human-bear conflicts within the City of Whitehorse and the mitigation measures which have been used or are under consideration for use.

REFERENCE

- [Whitehorse Bear Hazard Assessment](#)
- [Bear Smart Communities Cross-Jurisdictional Scan](#)
- [Bear-Proof Bin Participatory Research Pilot Project](#)
- Whitehorse: Let's Talk Bears Infographic (attached)

HISTORY

Managing human-wildlife conflict (HWC) is part of life in the 'Wilderness City'. Doing what we can to reduce HWC and mitigate risks in collaboration with other stakeholders and governments is important because of the public safety and environmental implications. HWC mitigation is a very broad topic that touches most aspects of how the City plans and operates and our own households and lives. Solid waste management practices are recognized as the most critical element of successful HWC mitigation. Past work on bears and solid waste and some of the key lessons learned include:

- 2013-2014 – Pilot project: Retrofit bear locks on curbside carts in Copper Ridge.
 - Human behaviour is a critical consideration when changing solid waste management infrastructure and service for HWC.
- 2015-2016 – Whitehorse Bear Working Group was convened, and Whitehorse Bear Hazard Assessment was conducted.
 - Solid waste confirmed as the #1 attractant;
 - Reforming residential collection system recommended as #1 action; and
 - High hazard areas identified.
- 2017 – Bear Incident Report Data Review (2012-2017 incidents).
 - Incident rate is significantly higher in the areas *outside* the collection system.
- 2017 – Bear Smart Community Scan by WildWise Yukon.
 - Bear resistant collection systems have operational challenges, and mixed results for effectiveness. Haul-All is the only waste containment system that is indisputably effective.

- 2018-19 – Bear cart tests by City with support by WildWise and Yukon Government Department of Environment.
 - R&D is accelerating and bear-resistant carts are improving.

ANALYSIS & NEXT STEPS

Country Residential

Administration understands from the 2014 Country Residential Survey that some appetite exists for residential collection expansion, along with opposition to an additional fee for service. If households in these areas will continue to manage their own solid waste, supporting them in doing so in a manner that minimizes HWC risk is the most significant opportunity available in the matter of bears and waste.

An optional approach for providing that support would be a subsidy program to support country residential residents to secure their waste in a bear-resistant enclosure. A capital project will be brought forward for consideration in development of the 2020 capital program. Funding for this project would be from either tax revenue or external sources (i.e., Gas Tax) if eligible. The strengths of the proposed program are that it directly addresses the high-risk locations and household practices, at a relatively low cost. The weakness is the voluntary nature of the program does not ensure adoption.

The alternate options for country residential that have been identified are central collection stations, either small transfer stations or a Haul-All system such as CTFN has deployed. These are not recommended because they are considered likely to attract illegal dumping, compromise diversion of materials from the waste management facility, and carry high service costs that would have to be passed on to customers. It is noteworthy that a detailed assessment of Haul-All implementation has not been conducted.

Residential Collection (Cart) Program

WildWise's Bear Smart Community Scan confirmed what Administration has previously reported: that the bear-resistant carts currently on the market have fundamental operational and/or bear-resistance issues. The most common issues are: prone to human error/inattention, lacking bear resistance, and unsuitable for cold climates.

Administration is working to keep in-touch with the market as cart options become available. The testing currently underway is small-scale, only one or two carts of a given manufacturer, usually donated by the supplier or cost-shared with Yukon Government Department of Environment and/or WildWise. Once a recommendable cart is identified, a pilot program for 50 to 100 homes will be proposed to follow. One currently in use has potential; Administration is awaiting certification of the supplier's 65-gallon cart, and a 2020 capital submission for a pilot project could ensue.

A successful pilot could reasonably be followed by adoption of the cart as the City's new standard for future procurements, pending Council's support for the increased cost. New bear-resistant carts could strategically be deployed in those neighborhoods with higher historic incident rates and hazard rating.

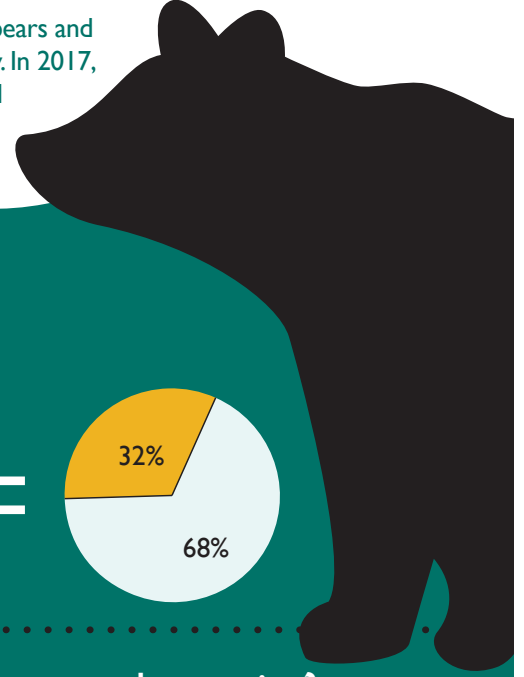
Administration anticipates that procurement of residential carts will be required in early 2020. The intent is to procure carts on the current (non bear-resistant) specification, in light of the plans outlined above.

Public Awareness and Education

Public awareness and education is a critical component to the future of HWC mitigation, Whitehorse's growth, tourism, and seasonal and transient population increase the importance. With help from WildWise, the City has prepared an educational document to accompany the Whitehorse: Let's Talk Bears Infographic (attached) and will be distributing it to the public imminently. Administration is also exploring options for supporting education in schools, and working with YG Environment, WildWise, and other stakeholders as they bring-forward their own initiatives.

WHITEHORSE: Let's Talk Bears

Whitehorse is the Wilderness City. Residents live, work, and play where bears and other wildlife live. Reducing human-bear conflicts is a priority for the City. In 2017, with YG Conservation Officer Services and WildWise Yukon, we analyzed incident reports* to identify where incidents are occurring and what the key attractants are.

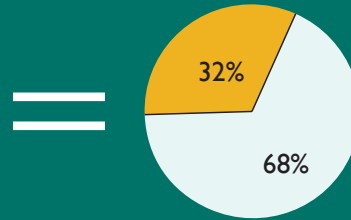


Did you know on average:

20 bear incident reports are generated in Whitehorse City limits each year. Of this:

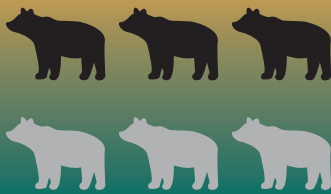
6 occur in areas **ON** City waste cart collection (ex. Copper Ridge, Porter Creek, Logan, etc.)

14 occur in areas **NOT ON** City waste cart collection (ex. Alaska Highway, Mt Sima, Wolf Creek, etc.)

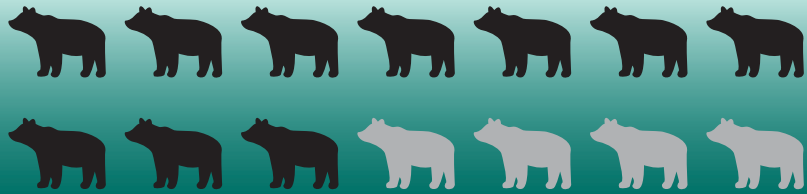


How many of these incidents are due to garbage and organics?

Areas **ON** City waste cart collection



Areas **NOT ON** City waste cart collection



Garbage, organic waste, compost attracted bears



Other reported incidents (BBQ, bird feeders, chicken coops, recycling, etc.)

What are the main attractants in City limits?



■ Garbage

■ Organic waste - includes backyard composting

■ Food attractants - bird feeder, cooking oil, freezers, etc.

■ Agriculture - Chickens, coops, sheep, goats, gardens, bees, etc.

■ Other - BBQ, recycling, gas/oil jugs, pets, burn barrels, etc.

* Data analyzed from 2012-2017. Data collection models have been inconsistent in past years. These are estimates, not actuals. Gaps and discrepancies exist. Not all interactions are reported by residents.

Learn more
whitehorse.ca/wildlife



Report bear incidents:
1-800-661-0525

BEARS & BINS - Reducing wildlife attractants on your property

The City of Whitehorse polycarts ARE NOT bear-resistant. Some planning is required to keep bears out of them. Following these simple steps will reduce the chance of attracting a bear to your property.

- **Keep all attractants, including garbage, compost and recycling in your garage with the door closed and locked.** This is the **best option** to reduce conflict. Use your garage to store bins even if you have purchased bear-resistant bins.
- **Find out what time the City picks up garbage on your street.** Put garbage and recycling out as close to collection time as possible. Do not leave it at the curb the night before. Bears usually try to avoid humans and are active at night. You can sign up for email or text reminders at whitehorse.ca/carts.
- **Build a bear-resistant bin enclosure.** Plywood and bungee cords will not deter a bear who wants your garbage. Plans can be found here: www.bearsmart.com/docs/GarbageEnclosurePackage-Whistler.pdf
- **Consider purchasing certified bear-resistant bins.** Contact WildWise (www.wildwise.ca) for more information about what products do work.
Note: If your home was part of the 2014 WildWise bear resistant bin project and you have bear locks on your bins, remember to use the clips at all times. They require very little effort and really work when used properly.
- **Keep your attractants out of sight.** Bears learn quickly and will look for familiar sources of food. Your driveway, curbside and front porch are all visible. Choose a spot that is out of sight of a bear who is cruising down the street or green belt.
- **Wash your bins out to reduce smells.**
- **Keep compost and meat scraps in the freezer until collection day.** This will help reduce smells that attract bears and other wildlife and reduce the need to scrub that gross bin out.

Controlling Other Wildlife Attractants on your Property:

Bird feeders & seed	Put feeders away April to late October or when the first reports of bear sightings occur. More tips can be found here: www.wildwise.ca/birds
Chicken coops & bee hives	Enclose all livestock with certified electric fencing. www.wildwise.ca/tips-and-resources/#electric-fencing
Smokers & BBQs	Clean regularly and store in a locked shed or garage.
Outdoor freezers	Keep in a locked garage, out of sight. Install padlocks on both front corners. One lock in the middle won't stop a bear.
Pets & pet food	Never feed pets outside and clean up after them regularly.

Garbage kills bears.

The majority of conflicts that humans have with bears are the result of poor or uninformed waste management. Bears regard our garbage as food and are likely to protect their food aggressively.

Bears that are aggressive to humans are a risk to you, your family, your neighbors, and themselves. They almost always end up being killed. It is impossible to tell how any individual bear will react to humans and no bear should ever be approached or fed.



Spread the word!

You CAN make a difference. We can change our waste management practices and reduce conflict with bears - one caring neighbour at a time.

ADMINISTRATIVE REPORT

TO: Operations Committee
FROM: Administration
DATE: 13 May 2019
RE: Contract Award – Wheeler Street and Sixth Avenue Landscaping

ISSUE

Contract award for the Wheeler Street and Sixth Avenue landscaping project

REFERENCE

Request for Tender RFT 2019-021 Wheeler Street & Sixth Avenue Landscaping Project
Council Policy: Purchasing and Sales
2019 Capital Budget – Projects 240c00711 & 240c02010

HISTORY

A request for tender (RFT) was released to complete landscaping work for the Wheeler Street and Sixth Avenue reconstruction projects. The scope of the work includes planting beds, planting trees and shrubs, and installing benches, street furniture and small retaining walls as necessary to complete the landscaping work on Wheeler Street and Sixth Avenue.

The RFT for the Wheeler Street and Sixth Avenue landscaping project was advertised on the City's website and in local newspapers. The RFT documents were made available on March 11, 2019 via the City's e-procurement platform www.whitehorse.bonfirehub.ca.

The tender closed on April 10, 2019 and one compliant submission was received from Lane's Yukon Yardworks Inc., with a bid of \$333,251.50 not including GST.

ALTERNATIVES

1. Authorize administration to award the contract as recommended
2. Refer the proposed award back to administration for further analysis

ANALYSIS

The review of the bids by an internal review committee, which comprised personnel from the City of Whitehorse Engineering Department, 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, and the prices submitted are reasonable.

Sufficient funds are available in the capital budget to complete this project.

ADMINISTRATIVE RECOMMENDATION

THAT council authorize administration to award the contract for the Wheeler Street and Sixth Avenue landscaping project to Lane's Yukon Yardworks Inc. for a net cost to the City of \$333,251.50 plus GST.

ADMINISTRATIVE REPORT

TO:	Operations Committee
FROM:	Administration
DATE:	May 13, 2019
RE:	Contract Award – 2019 Asphalt Overlay Project

ISSUE

Contract award for the 2019 Asphalt Overlay Project

REFERENCE

Request for Tender RFT 2019-040 Asphalt Overlay Project
Council Policy: Purchasing and Sales
2019 Capital Budget - Project 240c001

HISTORY

A request for tender (RFT) was prepared to seek bids for the 2019 Asphalt Overlay Project.

The RFT is for the removal of 60mm of existing surface asphalt by grinding and replacement using warm mix asphalt to sustain the road surface life on Second Avenue from Lowe Street to Ogilvie Street. The RFT includes all equipment and materials necessary to complete the 2019 Asphalt Overlay Project.

The RFT was advertised on the City's website and in local newspapers. The RFT documents were made available on March 29, 2019 via the City's e-procurement platform www.whitehorse.bonfirehub.ca

The tender closed on April 24, 2019 and one compliant submission was received from Skookum Asphalt Ltd. with a bid of \$1,871,719.94, not including GST.

ALTERNATIVES

1. Authorize Administration to award the contract as recommended
2. Refer the proposed award back to administration for further analysis

ANALYSIS

An internal committee comprised of personnel from the City Engineering Services Department reviewed the bid, checking for completeness, mathematical errors, and proper tender security.

The budget for the 2019 asphalt overlay project included overlaying the roundabout at 4th Avenue and Robert Service Way and the roundabout at Hamilton Boulevard and McIntyre Drive. However, during preparation of the tender Administration became concerned that the budget would not be able to complete the two roundabouts due to current market conditions for surface works. Therefore, Administration decided to not include these roundabouts in the Tender and only include 2nd Avenue. The roundabouts

might have been tendered later if sufficient funds remained after considering the bid received.

The single bid received confirmed the budget was insufficient for the initial project scope in this market. These two roundabouts will be considered for a full overlay in a future year. In the interim, solutions will be explored through maintenance to address the potholes.

The review committee agreed that the bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully, and the prices submitted are reasonable.

Sufficient funds are available in the capital budget to complete the work tendered. The majority of the funding comes from external funding.

ADMINISTRATIVE RECOMMENDATION

THAT council authorize Administration to award the contract for the 2019 Asphalt Overlay project to Skookum Asphalt Ltd. for a net cost to the City of \$1,871,719.94 plus GST.

