

**CITY OF WHITEHORSE**  
**REGULAR Council Meeting #2019-20**

**DATE:** October 28, 2019  
**TIME:** 5:30 p.m.

**Mayor** Dan Curtis  
**Deputy Mayor** Jan Stick  
**Reserve Deputy Mayor** Samson Hartland

**AGENDA**

**CALL TO ORDER** 5:30 p.m.

**AGENDA** Adoption

**PROCLAMATIONS**

**MINUTES** Regular Council Meeting #2019-18 dated October 15, 2019  
Special Council Meeting #2019-19 dated October 17, 2019

**DELEGATIONS** Susan Simpson, Chamber of Commerce – Yukoner Appreciation Day

**PUBLIC HEARING**

**STANDING COMMITTEE REPORTS**

**Community Services Committee** – *Councillors Stick and Curteanu*  
Festival and Special Event Grant Allocations for 2020  
Fall Recreation Grant Allocations

**Public Health and Safety Committee** – *Councillors Curteanu and Roddick*

**Development Services Committee** – *Councillors Cabott and Boyd*  
Environmental Grant Policy Amendments  
Grant for Yukoner Appreciation Day

**Corporate Services Committee** – *Councillors Hartland and Cabott*  
Budget Amendment and Contract Award – CGC Refrigeration System Upgrade  
2019 Citizen Survey Results – For Information Only

**City Planning Committee** – *Councillors Roddick and Stick*

**City Operations Committee** – *Councillors Boyd and Hartland*  
Contract Award – Consulting Services – LTECF Hydrogeological Study

**NEW AND UNFINISHED BUSINESS**

Annual Council and Administrative Appointments  
Adoption of 2020 Annual Meeting Calendar

**BYLAWS**

**ADJOURNMENT**

MINUTES of **REGULAR** Meeting #2019-18 of the council of the City of Whitehorse called for 5:30 p.m. on Tuesday, October 15, 2019, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis  
Councillors Dan Boyd – Electronic Participation  
Laura Cabott  
Jocelyn Curteanu – Electronic Participation  
Samson Hartland – Electronic Participation  
Stephen Roddick  
Jan Stick

ALSO PRESENT: Acting City Manager Valerie Braga  
Director of Community and Recreation Services Jeff O’Farrell  
Acting Director of Corporate Services Lindsay Schneider  
Director of Development Services Mike Gau  
Director of Infrastructure and Operations Peter O’Blenes  
Manager of Legislative Services Catherine Constable  
Manager of Strategic Communications Myles Dolphin  
Assistant City Clerk Norma Felker

Mayor Curtis called the meeting to order at 5:30 p.m.

**CALL TO ORDER**

**2019-18-01**

It was duly moved and seconded  
THAT the agenda be adopted as amended with the change being the  
addition of the YuDriv Project under New and Unfinished Business.

**AGENDA**

Carried Unanimously

Mayor Curtis proclaimed October 21 to 27, 2019 to be Waste Reduction  
Week in the City of Whitehorse.

**PROCLAMATION**

**2019-18-02**

It was duly moved and seconded  
THAT the minutes of the regular council meeting dated September 23,  
2019 be adopted as presented.

**MINUTES**

September 23, 2019

Carried Unanimously

**PUBLIC HEARING**

Mayor Curtis called three times for anyone to appear to address Bylaw  
2019-18, a bylaw to amend the zoning at 1306 Centennial Street in the  
Porter Creek Neighbourhood to allow for the development of a nine-unit  
apartment building.

**BYLAW 2019-18**  
ZONING AMENDMENT  
1306 Centennial Street

Cam Kos expressed concerns regarding the impact of the proposed development on the look and feel of the neighbourhood and the increased amount of on-street parking. With an allowable height of 15 metres the development will have people looking down on adjacent properties. Mr. Kos suggested that the building height be limited to ten metres as was done with other developments in Porter Creek in recent years. He stated that homeowners lock themselves into big mortgages and should be able to expect that the neighbourhood will stay secure.

CAM KOS  
Concerns Raised

Doug Graham expressed concern that the proposed bylaw will allow for the construction of 11 units even though the developer is planning to build only nine units. He suggested that a six-plex would be a much better fit with the appearance and character of the neighbourhood. Mr. Graham stated the belief that the proposed development will result in increased on-street parking, and noted that the access and egress points are onto a busy street. He suggested that the size of this development is inappropriate at this time.

DOUG GRAHAM  
Concerns Raised

Bob Kostelnik stated the opinion that the reasons for supporting an increase in density in the area listed in the administrative report are not valid. The local school is at maximum enrolment and there is a waiting list. Some of the nearby commercial properties are not in business at this time. He suggested that there is a risk of having high-risk tenants at this development and raised concerns about such tenants relocating from the downtown area.

BOB KOSTELNIK  
Concerns Raised

Scott Darling, the proponent, spoke in support of the project. He noted that there are commercial properties in the area including a gas station and a grocery store. The garage currently being built on the property complies with existing zoning regulations and all the required permits were in place before any building commenced. The intention is to have the garage be attached to the multi-family unit and house the services for the apartment building. The proposed height of the development will allow for a smaller footprint that will allow for parking and individual storage units on the property.

SCOTT DARLING  
Proponent – In Support

Nick Sutton expressed concerns about impacts on his property as he lives right behind the proposed development.

NICK SUTTON

Len Janzen expressed concern about the height and density of the project and suggested that the size of the structures will block the sunlight for adjacent properties. He suggested that council members look at the impact that new construction has had on the vegetation on adjacent properties on Hawkins Street.

LEN JANZEN  
Concerns Raised

Two written submissions were received, both opposed to the bylaw.

Submissions Received

Mayor Curtis declared the public hearing closed and advised that no further submissions on the issue will be considered by council except the report provided by administration.

Public Hearing Closed

## **COMMITTEE REPORTS**

### **Community Services Committee**

#### **2019-18-03**

It was duly moved and seconded  
THAT the Indoor Facility Allocation Policy be adopted as presented.

ADOPT INDOOR  
FACILITY ALLOCATION  
POLICY

Carried Unanimously

A committee member welcomed Arctic Winter Games representatives, particularly those from the Regional District of Wood Buffalo, the hosts of the next Arctic Winter Games.

A committee member thanked Bylaw Services for their service during the Climate Change Strike.

A committee member asked if the City has provided input into the proposed Yukon Parks Strategy. Administration advised that the documents were reviewed and no administrative concerns were raised. Council members and individual citizens were encouraged to respond to the proposed strategy.

NEW BUSINESS  
For Information Only

### **Public Health and Safety Committee**

There was no report from the Public Health and Safety Committee.

No Report

### **Development Services Committee**

There was no report from the Development Services Committee.

No Report

### **Corporate Services Committee**

#### **2019-18-04**

It was duly moved and seconded  
THAT the 2019 to 2022 capital expenditure program be amended by increasing the Trail Plan Update Project number 740c00316 in the amount of \$35,000 for a total project budget of \$70,000, funded entirely by Gas Tax.

BUDGET AMENDMENT –  
TRAIL PLAN UPDATE

Carried Unanimously

**2019-18-05**

It was duly moved and seconded  
THAT the Council and Administration Roundtable Policy be adopted  
as presented.

ADOPT COUNCIL AND  
ADMINISTRATION  
ROUNDTABLE POLICY

Carried Unanimously

The suggestion was made that the annual reporting statistics required  
under the Procedures Bylaw should be expanded to include attendance  
stats for Council and Administration Roundtable meetings.

Discussion

Third quarter progress reports were received from the City Manager,  
Strategic Communications, and the various departments from the  
Corporate Services, Community and Recreation Services,  
Infrastructure and Operations and Planning and Sustainability  
Services divisions.

THIRD QUARTER  
PROGRESS REPORTS  
For Information Only

**City Planning Committee**

**2019-18-06**

It was duly moved and seconded  
THAT the subdivision of approximately 9.1 hectares of land be  
approved for the creation of new residential lots, lane, roads and a  
greenbelt for the area known as Whistle Bend Phase 7, as shown on  
the proposed subdivision sketch, subject to the condition that the  
Government of Yukon enter into a Development Agreement with the  
City of Whitehorse for the construction of underground utilities, roads  
and lanes to service the proposed subdivision area and other areas of  
Whistle Bend Subdivision.

SUBDIVISION APPROVAL  
WHISTLE BEND PHASE 7

Carried Unanimously

**City Operations Committee**

There was no report from the City Operations Committee.

No Report

**NEW & UNFINISHED BUSINESS**

**2019-18-07**

It was duly moved and seconded  
THAT Administration be authorized to waive the public bidding process  
for the supply of detailed design, construction inspection, and contract  
administration for the Mount McIntyre Ski Bridge repair project; and

SOLE SOURCE  
CONTRACT AWARD –  
CONSULTING SERVICES  
SKI BRIDGE REPAIR

.../continued

**2019-18-07** (Continued)

THAT Administration be authorized to award the contract for detailed design, construction inspection, and contract administration for the Mount McIntyre Ski Bridge repair project number 240c00819 to Morrison Hershfield for a net cost to the city not to exceed of \$85,000.00 plus GST.

SOLE SOURCE  
CONTRACT AWARD –  
CONSULTING SERVICES  
SKI BRIDGE REPAIR  
(Continued)

Carried (5 – 2)

In response to concerns raised, administration confirmed that the recommended contractor is the one hired for the initial work on this project. This contract is for design and contract administration only; a competitive process will be used for the construction portion of the project.

Administration confirmed that the repaired bridge would be built at the same height as the existing bridge, but mitigating measures will be applied to minimize the risks of future damage. The repaired bridge will be fully insurable. Proceeding with the repair option under the aggressive schedule proposed will allow for the work to be done in time for the Arctic Winter Games.

Discussion

A member of council suggested that rushing a decision will leave the City with a sub-standard product, and that the best solution would be to build a new bridge that meets standard height requirements.

IN FAVOUR Mayor Curtis, Councillors Curteanu, Hartland, Roddick and Stick

Recorded Vote

OPPOSED Councillors Boyd and Cabott

In response to questions raised, administration advised that the YuDriv Project is the new software that is being implemented by the Yukon Motor Vehicles Branch (YG). The City currently accesses data from Motor Vehicles in order to collect on outstanding parking tickets.

The implementation date is scheduled for November 4, 2019. Administration has been working with YG and the City's electronic data management software provider to address integration issues that will result with the new software.

YUDRIV PROJECT  
For Information Only

The current software used by Motor Vehicles is integrated with the City's data management software and works seamlessly. Staff testing of the YuDriv software indicates that it will require each vehicle owner's information to be looked up and then copied and pasted into our system. This means that staff time required for entering parking tickets will more than double.

.../continued

Administration views the implementation of YuDriv as a step back in technology with respect to process and staff time. YG staff believe that the new software will provide numerous efficiencies, and they are unable to modify their plans to meet the City’s needs.

YUDRIV PROJECT  
For Information Only  
(Continued)

Administration has been attempting to address the City’s issues with YG, but no resolutions have been found. It is now felt that all efforts to work with YG staff on this issue have been exhausted.

Mayor Curtis asked council members if they approved of setting up a meeting with the Minister and staff in an attempt to find a resolution for this issue. The consensus of council was to arrange such a meeting.

Discussion

Administration was requested to set up a meeting with the Minister and relevant staff as soon as possible.

Meeting Setup Requested

**BYLAWS**

There were no bylaw readings on the agenda.

No Readings

There being no further business, the meeting adjourned at 7:34 p.m.

**ADJOURNMENT**

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MINUTES of **SPECIAL** Meeting #2019-19 of the council of the City of Whitehorse called for 12:00 noon on Thursday, October 17, 2019 in the Pioneer Heritage Room at City Hall.

PRESENT: Mayor Dan Curtis  
Councillors Laura Cabott  
Jocelyn Curteanu  
Stephen Roddick  
Jan Stick

ABSENT: Councillors Dan Boyd  
Samson Hartland

ALSO PRESENT: Acting City Manager Valerie Braga  
Director of Community and Recreation Services Jeff O'Farrell  
Acting Director of Corporate Services Lindsay Schneider  
Director of Development Services Mike Gau  
Director of Infrastructure and Operations Peter O'Blenes  
Manager of Legislative Services Catherine Constable  
Manager of Strategic Communications Myles Dolphin

Mayor Curtis called the meeting to order at 12:01 p.m.

**CALL TO ORDER**

**2019-19-01**

It was duly moved and seconded  
THAT the agenda be adopted as presented.

**AGENDA**

Carried Unanimously

**2019-18-02**

It was duly moved and seconded  
THAT the Standing Committee meeting scheduled for Monday, October 21, 2019 be rescheduled to Tuesday, October 22, 2019 due to the federal election.

RESCHEDULE STANDING  
COMMITTEE MEETING

Carried Unanimously

There being no further business, the meeting adjourned at 12:03 p.m.

**ADJOURNMENT**





## Minutes of the meeting of the Community Services Committee

**Date** October 22, 2019

**Location** Council Chambers, City Hall

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

**Staff Present** Valerie Braga, Acting City Manager  
Jeff O'Farrell, Director of Community and Recreation Services  
Lindsay Schneider, Acting Director of Corporate Services  
Mike Gau, Director of Development Services  
Peter O'Blenes, Director of Infrastructure and Operations  
Catherine Constable, Manager of Legislative Services  
Landon Kulych, Manager of Parks and Community Development  
Keri Rutherford, Acting Manager of Recreation and Facility Services  
Norma Felker, Assistant City Clerk

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

### **1. Festival and Special Event Grant Fund Allocations for 2020**

The Festival and Special Event Grant fund is governed by Council Policy. This year 17 applications were received, of which 15 were determined to be eligible according to established criteria.

The evaluation committee reviewed and rated the eligible applications and made recommendations for financial and in-kind support. Full allocation of the funding available was recommended to all 15 eligible groups, including three signature events. In-kind requests were assessed by impacted departments to ensure that they can be accommodated within regular operating hours.

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

THAT Festival and Special Event Grant allocations for 2020 be approved as recommended by the evaluation committee, subject to funding from the 2020 budget.

**2. Fall Recreation Grant Allocations**

Council policy governs the allocation of recreation grants. The Recreation Grant Task Force reviewed 12 eligible applications for grant funding and has recommended full allocation of all remaining grant funds for 2019.

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

THAT the allocation of \$38,240 for Category 1 Recreation Grants be approved as recommended by the Recreation Grant Task Force; and

THAT any unexpended recreation grants funds, as well as any refunds received prior to year-end, be authorized for re-budgeting to 2020.

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

<b>Date</b>	October 22, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Stephen Roddick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland Councillor Jan Stick
<b>Staff Present</b>	Valerie Braga, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk

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



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	October 22, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland Councillor Stephen Roddick Councillor Jan Stick
<b>Staff Present</b>	Valerie Braga, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Mélodie Simard, Manager of Planning and Sustainability Services Norma Felker, Assistant City Clerk Greg Stone, Economic Development Coordinator

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

### **1. Environmental Grant Policy Amendments**

The environmental grant program has been in place since 1994, and the governing policy was given a comprehensive review in 2017. Day to day use of the policy has indicated that minor revisions are required to increase clarity and reduce program administration.

The proposed revisions to the policy will provide clarity with respect to eligible funding for cost sharing, particularly with respect to capital and equipment costs. Administration also identified an efficiency benefit from transitioning from two intakes per year to one intake per year for grants over \$1,000. The benefit is a reduction in the amount of time required to process the grant applications as well as in the advertising and promotions related to providing public notice of the granting schedules. End-user accessibility is expected to improve.

A Committee member raised a concern regarding whether a spring or fall intake would be preferable for potential applicants.

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

THAT the amended Environmental Grant Policy be adopted as presented.

**2. Grant for Yukoner Appreciation Day**

For several years the downtown business community has held an annual Yukoner Appreciation Day to launch the holiday shopping season. The day is an important component of the *Buy Local* campaign promoted by the Whitehorse Chamber of Commerce. The City has supported the event in recent years by providing free parking on Main Street.

The Chamber has requested the City's support for this year's event on Friday, November 1<sup>st</sup> by providing free parking on Elliott and Steele Streets in addition to Main Street. The lost revenue from allowing free parking on all three streets would equate to a grant in excess of \$14,000. Administration is therefore recommending that free parking be provided only on Main Street.

Some concern was expressed about the lost revenue figures provided and administration explained that they are based on the standard daily rate for taking meters out of service.

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

THAT a grant to the Whitehorse Chamber of Commerce not exceeding \$4,700 and the non-enforcement of expired parking meter violations on Main Street from 9:00 a.m. to 9:00 p.m. on Friday, November 1, 2019 be approved to support Yukoner Appreciation Day.

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## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	October 22, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Samson Hartland – Chair Councillor Laura Cabott – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu – Electronic Participation Councillor Stephen Roddick Councillor Jan Stick
<b>Staff Present</b>	Valerie Braga, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Richard Graham, Manager of Operations Norma Felker, Assistant City Clerk

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

### **1. Budget Amendment and Contract Award – CGC Refrigeration System**

The 2020 provisional budget includes funding for two projects to upgrade the refrigeration system at the Canada Games Centre. The refrigeration system is critical to maintaining service levels and associated revenues at the facility.

The system was originally designed, manufactured and installed by Cimco Refrigeration. Under a service contract, Cimco has continued to provide regular service and maintenance work, as well as emergency service as required. No Yukon contractors are able to complete work on ammonia systems.

The work being planned for 2020 can only be completed during a four-week window in May when the ice-plant can be shut down without significant impact to facility ice schedules.

The City has received a detailed proposal from Cimco to complete the specified replacements and upgrades. The pricing submitted with the Cimco proposal is in line with work of this nature and the pricing is reasonable based on previous work.

Due to updated manufacturing timelines and the narrow window to complete this work, the 2019 capital budget needs to be amended to fully fund the work in the 2019 capital expenditure plan prior to awarding the contract. Funding for both projects has been secured through the gas tax program.

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

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Cooling Tower Replacement project in the amount of \$395,000, funded by Gas Tax; and

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Chiller Upgrades project in the amount of \$120,000, funded by Gas Tax; and

THAT Administration be authorized to waive the public bidding process for the Canada Games Centre Refrigeration System Upgrades project; and

THAT Administration be authorized to award the contract for the Canada Games Centre Refrigeration System Upgrades projects to Cimco Refrigeration, a division of Toromont Industries Ltd., for a net cost to the City of Whitehorse of \$500,045, plus GST.

**2. Citizen Survey Results – For Information Only**

The 2019 Citizen Survey was conducted in April and May by the Yukon Bureau of Statistics. 1,137 eligible respondents were identified and 732 completed the survey. The response rate is approximately 65%. The margin of error is 2.3% and the confidence level is 95%. The questions for this year's survey closely followed those used in 2017 with some modifications.

Citizens report feeling mostly very positive about living in Whitehorse. Regarding perspectives on City services, citizens appear to have a good understanding of the importance of City Services to them personally.

Regarding *individual* City services, citizens appear to be very satisfied, with some exceptions, for example, transit services. Citizens were also asked about their *overall* satisfaction with City programs and services, with the results indicating a strong sense of satisfaction.

77% of citizens said that the quality of city services has stayed the same or improved over the past year, and 83% of homeowners said that they receive fair, good or very good value for their taxes.

**3. Art Reserve – For Information Only**

A Committee member suggested that an Art Reserve needs to be established to provide funding for new art acquisitions and the ongoing maintenance of the City's art collection. Administration confirmed that this could be explored when the reserves are brought forward for review.

**3. Council Member Per Diem – For Information Only**

Councillor Roddick advised that he has refunded the per diems he received from Yukon Housing as the City's representative on the Whitehorse Housing Advisory Board. He noted that there is no process to communicate these types of issues, so he is reporting it at an open meeting in the interests of transparency.





## Minutes of the meeting of the City Planning Committee

<b>Date</b>	October 22, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Stephen Roddick – Chair Councillor Jan Stick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland
<b>Staff Present</b>	Valerie Braga, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk

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

**1. Parking Issues – For Information Only**

A Committee member noted that parking spaces set aside for food vendors are normally blocked off until October 31<sup>st</sup> and asked whether the spots no longer being used by vendors have been returned to normal service. Administration confirmed that regular parking is being restored as vendors close their operations. A meeting with vendors to plan for next season will include discussions on the allocation of parking spaces.



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	October 22, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation Councillor Stephen Roddick Councillor Jan Stick
<b>Staff Present</b>	Valerie Braga, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Taylor Eshpeter, Manager of Engineering Services Catherine Constable, Manager of Legislative Services Norma Felker, Assistant City Clerk

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

### **1. Contract Award – Consulting Services – Hydrogeological Study**

To satisfy conditions attached to the City’s Water License, a request for proposals was issued for consulting services for a hydrogeological study at the Livingstone Trail Environmental Control Facility.

The scope of this project includes a desktop study using existing data, development of a three-dimensional groundwater model, analysis and reporting, and determining if additional investigation is required to collect more data to inform an assessment that will meet the requirements of the conditions in the Water Licence. If more investigation is required, that work may need to commence in 2020.

Five compliant proposals were received and evaluated in accordance with the Consulting Services Selection Procedures Policy. The highest scoring proposal meets all the terms of the request for proposals and the price submitted is considered reasonable.

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

THAT Administration be authorized to award the contract for consulting services for the Livingstone Trail Environmental Control Facility Hydrogeological Study project to Morrison Hershfield Ltd. for a net cost to the City of \$57,307 plus GST.

**2. Free Store – For Information Only**

A Committee member asked if there is an appetite among members of council to revisit the idea of re-opening a re-use store at the Waste Management Facility. It was suggested that the City needs to do more to promote re-use and the diversion of reusable items from the landfill.

Some Committee members cited non-profit organizations that started up re-use and recycle programs following the close of the City's facility, and noted that the scrutiny and due diligence these organizations provide means that an enormous amount of goods and materials are still being landfilled. It was also noted that community transfer stations send their overflow to the City's facility because they can't handle the volume.

It was suggested that more discussion on the issue needs to happen, but that information from administration on costs, liabilities and options would be required before Committee members could make an informed decision. It was noted that collecting this information and arranging for a meeting on the issue could not be done in time for this budget cycle.

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**Resolution #1**

I MOVE THAT Deputy Mayor appointments be approved as follows:

Councillor Hartland	November 1 to December 31, 2019
Councillor Roddick	January 1 to February 28, 2020
Councillor Boyd	March 1 to April 30, 2020
Councillor Cabott	May 1 to June 30, 2020
Councillor Curteanu	July 1 to August 31, 2020
Councillor Stick	September 1 to October 31, 2020

**Resolution #2**

I MOVE THAT Reserve Deputy Mayor appointments be approved as follows:

Councillor Cabott	November 1, 2019 to April 30, 2020
Councillor Boyd	May 1 to October 31, 2020

**Resolution #3**

I MOVE THAT Chair and Vice-Chair appointments for Standing Committees be approved as follows for the period from November 1, 2019 to October 31, 2020:

Corporate Services Committee	Chair	Councillor Cabott
	Vice-Chair	Councillor Roddick
City Planning Committee	Chair	Councillor Jan Stick
	Vice-Chair	Councillor Hartland
Development Services	Chair	Councillor Boyd
	Vice-Chair	Councillor Curteanu
City Operations	Chair	Councillor Hartland
	Vice-Chair	Councillor Cabott
Community Services	Chair	Councillor Curteanu
	Vice-Chair	Councillor Boyd
Public Health and Safety	Chair	Councillor Roddick
	Vice-Chair	Councillor Stick

**Resolution #4**

I MOVE THAT Council member appointments to ad hoc committees be approved as follows for the period from November 1, 2019 to October 31, 2020:

Arctic Winter Games 2020 Host Society	Councillor Hartland
Association of Yukon Communities	Councillor Curteanu Councillor Roddick Councillor Stick
Crime Stoppers	Mayor Curtis
Whitehorse Chamber of Commerce	Councillor Cabott

**Resolution #5**

I MOVE THAT Council not appoint a member to the Whitehorse Housing Advisory Board for the period from November 1, 2019 to October 31, 2020.

**Resolution #6**

I MOVE THAT Special Committee appointments be approved as follows for the period from November 1, 2019 to October 31, 2020:

City Budget Committee	Mayor and all Council
City Manager's Evaluation Committee	Mayor and all Council
Emergency Measures Commission	Mayor and current Deputy Mayor

**Resolution #7**

I MOVE THAT administrative appointments to various committees be approved as follows for the period from November 1, 2019 to October 31, 2020:

Arctic Winter Games Host Society:  
City Manager  
Director, Community and Recreation Services

Planning Group on Homelessness:  
Director, Development Services

Reciprocal Insurance Exchange:  
Director, Corporate Services  
Manager, Financial Services

Yukon Energy Partners:  
Environmental Coordinator Glenda Koh

Yukon Housing Action Plan Implementation Committee:  
Manager, Planning and Sustainability Services

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Council Meeting Date: **October 28, 2019**

Topic: **Adoption of the 2020 Meeting Schedule**

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## **SUGGESTED WORDING FOR RESOLUTION**

I MOVE THAT the 2020 meeting schedule for Regular Council and Standing Committee meetings be adopted as presented; and

THAT the second meeting cycle in March 2020 be rescheduled to March 23 and March 30 to accommodate the Arctic Winter Games; and

THAT the regular council meeting scheduled for June 8 be rescheduled to June 15 to accommodate council member attendance at the Federation of Canadian Municipalities annual conference; and

THAT the second meeting cycle in June 2020 be rescheduled to June 23 and June 29; and

THAT the second meeting cycle in August be cancelled to accommodate a summer recess; and

THAT the first meeting cycle in December 2020 be rescheduled to November 30 and December 7; and

THAT the second meeting cycle in December 2020 be cancelled to accommodate a winter recess.

### **TO MAYOR AND COUNCIL:**

*This suggested wording has been prepared as a guide to assist you. It may not reflect Council members' opinion on this matter.*