

CITY OF WHITEHORSE
REGULAR Council Meeting #2019-14

DATE: Monday, July 22, 2019
TIME: 5:30 p.m.

Mayor Dan Curtis
Deputy Mayor Jocelyn Curteanu
Reserve Deputy Mayor Samson Hartland

AGENDA

CALL TO ORDER 5:30 p.m.

AGENDA Adoption

PROCLAMATIONS

MINUTES Regular Council Meeting #2019-13 dated July 8, 2019

DELEGATIONS

PUBLIC HEARING

STANDING COMMITTEE REPORTS

Community Services Committee – *Councillors Stick and Curteanu*

Contract Award – Takhini Arena Dasher Board Upgrades

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

Development Services Committee – *Councillors Cabott and Boyd*

Corporate Services Committee – *Councillors Hartland and Cabott*

Budget Amendment & Contract Award – Porter Creek West Water Main

Budget Amendment & Contract Award – Waste Management Facility South End
Development

City Planning Committee – *Councillors Roddick and Stick*

2019 Parking Management Plan Adoption

Public Hearing Report – Zoning Amendment – Whistle Bend Phase 7

City Operations Committee – *Councillors Boyd and Hartland*

Contract Award – Water Use License Water Monitoring Program

NEW AND UNFINISHED BUSINESS

BYLAWS 2019-15 Zoning Amendment – Whistle Bend Phase 7 2nd & 3rd Reading

ADJOURNMENT

MINUTES of **REGULAR** Meeting #2019-13 of the council of the City of Whitehorse called for 5:30 p.m. on Monday, July 8, 2019, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis
Councillors Dan Boyd
Laura Cabott
Samson Hartland
Stephen Roddick
Jan Stick

ABSENT: Deputy Mayor Jocelyn Curteanu

ALSO PRESENT: City Manager Linda Rapp
Acting Director of Community and Recreation Services Krista Mroz
Director of Corporate Services Valerie Braga
Acting Director of Development Services Taylor Eshpeter
Director of Infrastructure and Operations Peter O'Blenes
Acting Manager of Legislative Services Norma Felker
Acting Manager of Strategic Communications Jordan Lutz

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

CALL TO ORDER

2019-13-01

It was duly moved and seconded
THAT the agenda be adopted as amended with the change being the
addition of Mike Gladish and Marianne Darragh as delegates speaking
to the proposed Council and Administration Roundtable Policy.

AGENDA

Carried Unanimously

2019-13-02

It was duly moved and seconded
THAT the minutes of the regular council meeting dated June 24, 2019
be adopted as presented.

MINUTES

June 24, 2019

Carried Unanimously

DELEGATIONS

Mike Gladish addressed council to suggest that the proposed Council and Administration Roundtable Policy is not the solution to the issues it is designed to address. He stated the opinion that the existing Council and Senior Management Policy should be retained and the proposed new policy be added to the toolbox. The existing policy allows for public involvement and the proposed policy allows council members to ask sensitive questions and have free-flowing discussions. There is a need for both types of meetings. He stated that if the current policy is repealed it will limit opportunities for public participation.

MIKE GLADISH
Council and Administration
Roundtable Policy

Marianne Darragh addressed council to speak against the proposed Council and Administration Roundtable Policy. She stated that this is yet another example of continuing efforts to keep information away from the public. She suggested that defining any type of meeting as a gathering is gamesmanship, and that minutes and notes should always be provided to the public. She also stated that a quorum should be required as it is part of a council member's job to show up at such meetings.

MARIANNE DARRAGH
Council and Administration
Roundtable Policy

Ms. Darragh stated the opinion that no consideration has been given to the downside of blocking the public out of meetings. This erodes public trust and removes transparency from the process. The public has a right to know how the process is working. She urged Council not to go ahead with the policy as written, or at least postpone a decision while they consider the impacts of blocking public participation.

PUBLIC HEARING

Mayor Curtis called three times for anyone to appear to address Bylaw 2019-15, a bylaw to amend the zoning for Phase 7 of Whistle Bend. There was no one present to speak to the bylaw and no written submissions were received.

ZONING AMENDMENT
BYLAW 2019-15

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. That report is scheduled to come forward to the Standing Committee meeting on July 15th.

Public Hearing Closed

COMMITTEE REPORTS

Community Services Committee

The public was reminded that July is plastic-free month and everyone is invited and encouraged to participate in an effort to reduce pollution.

PLASTIC FREE MONTH
For Information Only

Public Health and Safety Committee

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

No Report

Development Services Committee

In response to a question raised, administration advised that algae bloom on the Whistle Bend pond is an emerging issue and low cost options such as mechanical removal and dyes are being explored. The City is working with the Government of Yukon on this issue.

ALGAE BLOOM
For Information Only

Corporate Services Committee

2019-13-03

It was duly moved and seconded
THAT the Council and Administration Roundtable Policy and terms of
reference dated June 2019 be approved as presented.

COUNCIL AND
ADMINISTRATION
ROUNDTABLE POLICY

Council members discussed the pros and cons of proceeding with the
proposed policy or retaining the existing policy with some adjustments
to better align with the *Municipal Act*. It was acknowledged that current
policy does not comply with the *Municipal Act* and changes are needed,
but the lack of public involvement in the proposed new policy raises
concerns. A council member expressed the view that council members
need meetings at which they receive information and options and staff
receive clarification, but these meetings need to be transparent and
open to the public.

Discussion

The suggestion was made that the proposed policy is not as clear as it
needs to be and that it should be referred back to administration for
further work.

2019-13-04

It was duly moved and seconded
THAT the proposed Council and Administration Roundtable Policy and
terms of reference be referred back to administration for further review,
particularly with respect to the matter of public participation.

Motion to Refer

Carried (4 – 2)

IN FAVOUR Councillors Boyd, Hartland, Roddick and Stick
OPPOSED Mayor Curtis, Councillor Cabott

Recorded Vote

2019-13-05

It was duly moved and seconded
THAT the 2019 to 2022 capital expenditure program be amended by
increasing the 2019 budget for the Fuel Abatement Project 440c00118
by reducing the 2020 budget by \$150,000 and the 2021 budget by
\$200,000; and

BUDGET AMENDMENT
AND CONTRACT AWARD
FUEL ABATEMENT
PROJECT

THAT administration be authorized to award the contract for the Fuel
Abatement Project to Lane’s Yukon Yardworks for a net cost to the City
of \$511,500.00 plus GST.

Carried Unanimously

2019-13-06

It was duly moved and seconded
THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Water Main Improvement – Lambert 5th & 6th project 240c00211 in the amount of \$200,000 with funding from the Build Canada Clean Water and Wastewater Fund; and
THAT the scope of the 2019 Water Main Improvements – Lambert 5th and 6th project be amended by removing the location at 5th Avenue.

BUDGET AMENDMENT –
WATER MAIN
IMPROVEMENTS
LAMBERT AND 6th AVENUE

Carried Unanimously

2019-13-07

It was duly moved and seconded
THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Compost Facility Expansion project 650c02118 in the amount of \$2,070,000 for a total \$4,800,000, funded by \$400,000 from Gas Tax and \$4,400,000 from the Investing in Canada Infrastructure Program to cover the additional costs; and
THAT administration be authorized to award the contract for the Whitehorse Compost Facility Expansion project to Castle Rock Enterprises for a net cost to the City of \$2,993,031.43 plus GST.

BUDGET AMENDMENT
AND CONTRACT AWARD
COMPOST FACILITY
EXPANSION PROJECT

Carried Unanimously

2019-13-08

It was duly moved and seconded
THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 McIntyre Creek Pump House Fuel Spill project 650c00419 in the amount of \$25,000, funded by the Water and Sewer Reserve.

BUDGET AMENDMENT
MCINTYRE CREEK PUMP
HOUSE FUEL SPILL

Carried Unanimously

City Planning Committee

Ken Bloor addressed the Committee to express concerns regarding a proposed Yukon Housing construction project at 4th and Jeckell. He advised that preliminary information available to the public regarding this project indicates that the height and size of the proposed building violate the Whitehorse South Master Plan. In addition, a building of this size raises concerns with respect to parking issues and light pollution.

KEN BLOOR
Issues with new
construction in the
Waterfront Area
For Information Only

.../continued

Mr. Bloor suggested that a large building will block river views for existing residents, and that the minimal parking requirements for this type of building will exacerbate parking issues that are already causing difficulties for businesses and residents in the area. He explained that a mix of housing types is expected for this area, but with a number of group homes, low income housing projects and an emergency shelter already in the neighbourhood, he is concerned that ghettoization could occur.

KEN BLOOR
Issues with new
construction in the
Waterfront Area
(Continued)

Dianne Williams addressed the Committee to express concerns arising from her completion of the Short Term Rental Accommodation Survey. She stated the opinion that people need the freedom to choose what to do with their empty bedrooms and the City should not be involved in how a person uses their home. Ms. Williams questioned whether rental space in personal accommodations should be subject to regulations in the same manner as commercial operations, and encouraged everyone to participate in the Short Term Rental Accommodations survey.

DIANNE WILLIAMS
Regulation of Rental Space

City Operations Committee

There was no report from the City Operations Committee.

No Report

There being no further business, the meeting adjourned at 6:40 p.m.

ADJOURNMENT



Minutes of the meeting of the Community Services Committee

Date	July 15, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jan Stick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Stephen Roddick
Absent	Councillor Jocelyn Curteanu Councillor Samson Hartland
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Taylor Eshpeter, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications

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

1. Yukon Imagination Library – For Information Only

Leighann Chalykoff advised the Committee that the Yukon Imagination Library is an independent non-profit society that provides books for Yukon children between the ages of one and five years. She provided a brief history of the organization and noted that the society is currently conducting a registration drive in an effort to ensure that all Yukon children in this age range are included in the program. She invited Council members and all Yukoners to participate in the registration drive.

1. Contract Award – Takhini Arena Dasher Board Replacement Project

The 2019 capital expenditure program includes funds for the replacement of the existing dasher board system at Takhini Arena. Dasher boards play a key role in the protection of participants, spectators, and employees during sporting events.

The new dasher board system will raise the height of the tempered glass on the sides from 3' to 6' for increased employee, player, and spectator safety. The upgrade also includes a complete replacement of kick and puck boards, reducing the frequency of required maintenance. The implementation of this project coincides with the seasonal shutdown of Takhini Arena, eliminating a disruption of service.

The successful bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully. The price submitted is reasonable and sufficient funds are available in the capital budget to complete this project.

The recommendation of the Community Services Committee is

THAT administration be authorized to award the contract for the Takhini Arena Dasher Board Upgrades project to Global Sport Resources Ltd. for a net cost to the City of \$123,000 plus GST.

3. Follow-up on Town Hall Meetings – For Information Only

In response to a question raised by a Committee member, administration advised that letters have been sent to participants and community associations with responses to concerns raised at the Town Hall meetings held this spring. Since many of the City's neighbourhoods have similar issues, the letters were not sent until after all the Town Hall meetings had been completed and the questions and concerns were categorized. Copies of the responses will be provided to council members.



Minutes of the meeting of the Public Health and Safety Committee

Date	July 15, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Stephen Roddick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jan Stick
Absent	Councillor Jocelyn Curteanu Councillor Samson Hartland
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Taylor Eshpeter, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications

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

1. Trolley Tracks Safety Issues – For Information Only

In response to a query from a council member, administration advised that the assessment of the trolley track crossings has been completed and repair work is scheduled to begin shortly. The Government of Yukon plans to begin work on the highest priority repairs this week. However, if paving of the crossings is deemed to be the best method, it may take longer than a week to complete the required repairs at all crossing locations.



Minutes of the meeting of the Development Services Committee

Date July 15, 2019

Location Council Chambers, City Hall

Committee Members Present
Councillor Laura Cabott – Chair
Councillor Dan Boyd – Vice Chair
Mayor Dan Curtis
Councillor Stephen Roddick
Councillor Jan Stick

Absent
Councillor Jocelyn Curteanu
Councillor Samson Hartland

Staff Present
Linda Rapp, City Manager
Jeff O'Farrell, Director of Community and Recreation Services
Valerie Braga, Director of Corporate Services
Taylor Eshpeter, Acting Director of Development Services
Peter O'Blenes, Director of Infrastructure and Operations
Norma Felker, Acting Manager of Legislative Services
Myles Dolphin, Manager of Strategic Communications

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

1. Impacts of Operations Building Construction – For Information Only

In response to a query from a council member, administration advised that no response has been received from either Transport Canada or Nav Canada on whether or not Trans North will be able to continue to operate from their existing site. The City acknowledges that building construction does result in a number of irritations and inconveniences for adjacent properties, but there is little that can be done to mitigate these issues during the construction process.



Minutes of the meeting of the Corporate Services Committee

Date	July 15, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Laura Cabott – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Stephen Roddick Councillor Jan Stick
Absent	Councillor Jocelyn Curteanu Councillor Samson Hartland
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Taylor Eshpeter, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Geoff Quinsey, Manager of Water and Waste Services

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

1. Budget Amendment and Contract Award – Porter Creek West Water Main

The 2019 capital expenditure program includes Gas Tax funding for the Porter Creek West Water Main project. During detailed design of the project it was determined that a revised design would serve better than the initial concept. The Government of Yukon has approved an application to increase the Gas Tax funding for this project in light of the revised scope of the work. The amended funding includes a contingency amount. A budget amendment is now required to account for the increased funding.

In response to the tender issued for the supply and installation of a new water supply main, three compliant bids were received. The low bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully. The submitted prices are reasonable.

The recommendation of the Corporate Services Committee is

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Porter Creek West Water Main project in the amount of \$200,000, funded by Gas Tax, to a total of \$1,150,000; and

THAT administration be authorized to award the contract for the Porter Creek West Water Main Project to Norcope Enterprises Ltd. for a net cost to the City of \$820,265.50 plus GST.

2. Budget Amendment and Contract Award – Waste Management Facility South End Development

The City owns and operates the Waste Management Facility to provide solid waste diversion and disposal services. As the south end of the facility has not been developed, divertible and separated materials such as scrap metal are being stored immediately south of the current landfilling area. If the materials continue to be stored in this fashion, costs for removal and site cleaning will increase.

In order to optimize daily operations and the deposit of waste, this project will clear the entire area, create new stockpile areas and new deposit areas at the south end, realign the access road, upgrade the special waste landfill area, and provide storm upgrades. New stockpile areas are a critical component of preparing to operate efficiently as a hub in the territory's proposed regionalized solid waste management system.

One compliant bid was received in response to the tender issued. The bidder is familiar with the scope of work and has the knowledge and skills to complete the work successfully. The submitted price is reasonable given current market conditions.

In order for the project to proceed this year, additional funding is required from the capital reserve. There is an approved Gas Tax Agreement for this project, and an application to increase the funding has been submitted. Administration expects to reimburse the proposed expenditure from the capital reserve when the amendment to the existing transfer payment agreement is approved.

The recommendation of the Corporate Services Committee is

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Waste Management Facility South End Development project in the amount of \$90,000, funded from the capital reserve to cover the additional costs until an amended Gas Tax Transfer Payment Agreement is received; and

THAT administration be authorized to award the contract for the Waste Management Facility South End Development project to Cobalt Construction Inc. for a net cost to the City of \$ 355,562.40 plus GST.

3. Funding for the Compost Facility Expansion Project – For Information Only

A member of council acknowledged that significant funding from the Government of Yukon was received for the compost facility expansion project.



Minutes of the meeting of the City Planning Committee

Date	July 15, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Stephen Roddick – Chair Councillor Jan Stick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott
Absent	Councillor Jocelyn Curteanu Councillor Samson Hartland
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Taylor Eshpeter, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Mélodie Simard, Manager of Planning and Sustainability Services Myles Dolphin, Manager of Strategic Communications Ben Campbell, Planner

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

1. Public Hearing Report – Zoning Amendment, Whistle Bend Phase 7

Bylaw 2019-15 establishes the zoning for phase 7 of the Whistle Bend Subdivision. At the public hearing for this bylaw no written submissions were received and no one appeared to speak to the bylaw. No issues were raised.

If Council approves this amendment, the City and Government of Yukon will be able to move forward with subdivision approval and detailed engineering design. It is expected that construction will begin in 2020 or 2021 and lots will be available in 2023.

The recommendation of the City Planning Committee is

THAT Bylaw 2019-15, a bylaw to amend the zoning for Phase 7 of Whistle Bend, be brought forward for second and third reading under the bylaw process.

2. 2019 Downtown Parking Management Plan

The City adopted a ten-year Downtown Parking Management Plan in 2011 to ensure existing parking is used efficiently and effectively through a variety of parking and transportation demand management solutions. The Plan recommended that the City conduct an update in approximately five years to review conditions, track progress, and reconfirm new Downtown parking and transportation-related priorities.

The 2019 Plan is organized by three key categories that are critical for the continued implementation of parking and transportation strategies Downtown. These are:

- the use of technology to improve customer service and monitor parking data across Downtown, including the upgrade of existing meters to ‘smart’ meters or kiosks, cashless and mobile payment options, and public online tools for parking status and availability;
- technology enhancements that are expected to significantly improve parking demand and supply data. This will allow the City to continuously monitor parking information and apply parking strategies recommended in the 2019 Plan; and
- a refined pricing strategy that will help create change in the City’s current parking patterns. An effective strategy focuses on applying market rates to peak-demand areas and incentivizes users into sustainable transportation modes, such as transit.

Most of the 22 recommendations included in the plan are contingent on approval through the City’s budgeting process and will require separate Council decisions.

The recommendation of the City Planning Committee is

THAT the 2019 Downtown Parking Management Plan be adopted as a guiding document.



Minutes of the meeting of the City Operations Committee

Date	July 15, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Stephen Roddick Councillor Jan Stick
Absent	Councillor Jocelyn Curteanu Councillor Samson Hartland
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Taylor Eshpeter, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Geoff Quinsey, Manager of Water and Waste Services

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

1. Contract Award – Water Use License Water Monitoring Program

The City retains professional services for the collection and analysis of samples for the monitoring of the drinking water and wastewater systems. This work is part of the regulatory requirements of the City's water use license and permit to operate a large drinking water system.

In response to a tender issued, three compliant bids were received. An internal 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 prices submitted are reasonable. Sufficient funds are available in the operating budget to complete this project.

The recommendation of the City Operations Committee is

THAT administration be authorized to award the contract for the Water Use License Water Monitoring Program to Golder Associates Ltd. for a net cost to the City of \$135,823.72 plus GST, for the period from August 1, 2019 to December 31, 2020.

■

CITY OF WHITEHORSE
BYLAW 2019-15

A bylaw to amend Zoning Bylaw 2012-20

WHEREAS section 289 of the *Municipal Act* provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS section 294 of the *Municipal Act* provides for amendment of the Zoning Bylaw; and

WHEREAS the zoning for Phase 7 of the Whistle Bend Subdivision was established as part of the master plan for multiple phases, and detailed planning has indicated that certain changes are desirable with respect to various zones and zone boundaries; and

WHEREAS Phase 7 of Whistle Bend is vacant and all properties are owned by the Government of Yukon, thus minimizing the impact of zoning changes at this time; and

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended to establish new zoning for the area known as Whistle Bend Phase 7;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

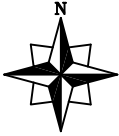
1. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of an approximately 9 hectare parcel of vacant Yukon Land, also known as Whistle Bend phase 7, from FP--Future Planning to PG--Greenbelt, and RCS3--Comprehensive Residential Single Family 3, as indicated on Appendix "A" attached hereto and forming part of this bylaw.

2. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING: June 10, 2019
PUBLIC NOTICE: June 14 and 20, 2019
PUBLIC HEARING: July 8, 2019
SECOND READING:
THIRD READING and ADOPTION:

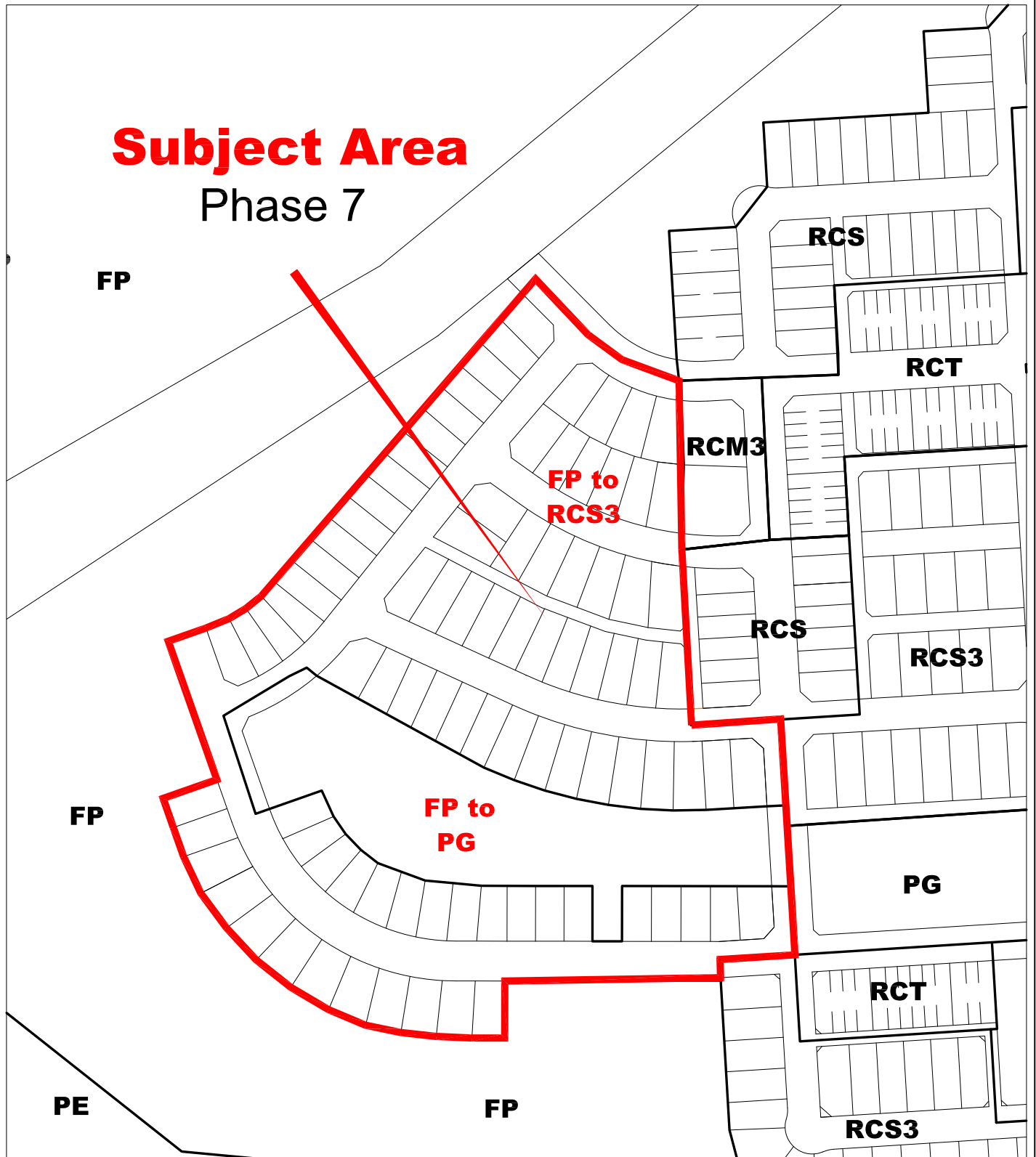
Mayor

City Clerk




Subject Area

Phase 7



Bylaw 2019-15
 A bylaw to implement the zoning for Whistle Bend Phase 7.

LEGEND

 SUBJECT AREA