

CITY OF WHITEHORSE
REGULAR Council Meeting #2019-12

DATE: Monday, June 24, 2019
TIME: 5:30 p.m.

Mayor Dan Curtis
Deputy Mayor Laura Cabott
Reserve Deputy Mayor Samson Hartland

AGENDA

CALL TO ORDER 5:30 p.m.

AGENDA Adoption

PROCLAMATIONS

MINUTES Regular Council Meeting #2019-11 dated June 10, 2019

DELEGATIONS

PUBLIC HEARING

STANDING COMMITTEE REPORTS

Development Services Committee – *Councillors Cabott and Boyd*

Climate Change Issues – For Information Only

Community Services Committee – *Councillors Stick and Curteanu*

2018 Transit Master Plan – For Information Only

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

2018 Bylaw Services Review – For Information Only

Corporate Services Committee – *Councillors Hartland and Cabott*

2018 Audited Financial Statements

Capital Budget Amendment – Marwell Lift Station Pump Replacement

Budget Amendment and Contract Award – SCADA Software Update

City Planning Committee – *Councillors Roddick and Stick*

City Operations Committee – *Councillors Boyd and Hartland*

Contract Extension Claim – 2017 Operations Building Contract

Contract Extension – Landfill Operations

NEW AND UNFINISHED BUSINESS Notice of Motion (Climate Change Emergency)

BYLAWS 2019-14 Grants for Community Service and Municipal Charges 3rd Reading

ADJOURNMENT

MINUTES of **REGULAR** Meeting #2019-11 of the council of the City of Whitehorse called for 5:30 p.m. on Monday, June 10, 2019, in Council Chambers, City Hall.

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

ALSO PRESENT: City Manager Linda Rapp
Director of Community and Recreation Services Jeff O'Farrell
Director of Corporate Services Valerie Braga
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 5:30 p.m.

CALL TO ORDER

2019-11-01

It was duly moved and seconded
THAT the agenda be adopted as amended with the changes being the addition of Peter Long as a delegate speaking to the proposed lane closure at Third Avenue and Hawkins Street, and the addition of a Notice of Motion from Councillor Roddick under New and Unfinished Business.

AGENDA

Carried Unanimously

2019-11-02

It was duly moved and seconded
THAT the minutes of the regular council meeting dated May 21, 2019 be adopted as presented.

MINUTES

May 21, 2019

Carried Unanimously

DELEGATIONS

Doug Gilday addressed council on behalf of NGC Builders to provide an update on the requested lane closure. He noted that the company has learned a lot about lane closures during this process, and has now withdrawn the request as an alternate solution has been found for the majority of the construction period.

NGC BUILDERS
Lane Closure at
Third and Hawkins

.../continued

Mr. Gilday advised that there will be a need for short term closures at periodic intervals during the construction project, and the company is committed to working with affected residents and businesses to keep the inconveniences to a minimum.

Lane Closures at
Third and Hawkins
(Continued)

Peter Long advised council that his group hired NGC Builders for this construction project. The two houses that were previously located on the property will be replaced by 20 apartments, making the downtown area a better place. The final product will be a green building that includes barrier free construction and aging-in-place features that will be suitable for older persons as well as families.

PETER LONG
Lane Closure at
Third and Hawkins

COMMITTEE REPORTS

Community Services Committee

Mayor Curtis proclaimed June 1, 2019 to be ***Intergenerational Day Canada*** in the City of Whitehorse.

Mayor Curtis proclaimed June 2019 to be ***Prostate Cancer Awareness Month*** and June 8th as ***Motorcycle Ride for Dad Day*** in the City of Whitehorse.

PROCLAMATIONS
For Information Only

Public Health and Safety Committee

In response to a query from a Committee member, administration advised that it is unclear whether or not the City has the authority to institute a fire ban. The Government of Yukon unquestionably has that authority.

FIRE DANGER ISSUES
For Information Only

It was suggested that Council consider requesting that a fire ban be initiated in light of current local conditions.

Sean Secord addressed the Committee to express his thanks for the proclamation for Motorcycle Ride for Dad Day and Prostate Cancer Awareness Month. He stated that prostate cancer is the number one health issue for men in Canada, and support for initiatives such as the Ride for Dad help to destigmatize the issue, raise awareness, encourage testing, and ultimately save lives.

THANKS EXPRESSED
For Information Only

Development Services Committee

2019-11-03

It was duly moved and seconded
THAT Bylaw 2019-09, a bylaw to provide for local improvement charges with respect to the Cook Street West reconstruction project, be brought forward for second and third reading under the bylaw process; and

BRING FORWARD AND
AMEND COOK STREET
LOCAL IMPROVEMENT
CHARGES BYLAW

THAT Bylaw 2019-09 be amended at second reading in accordance with instructions given by Council at the regular council meeting on April 8, 2019.

Carried Unanimously

2019-11-04

It was duly moved and seconded
THAT administration be authorized to award the contract for consulting services for the Groundwater Protection Plan Update project to BluMetric Environmental for a net cost to the City of \$83,550 plus GST.

CONTRACT AWARD
GROUNDWATER
PROTECTION PLAN
UPDATE

Carried Unanimously

Corporate Services Committee

Deputy Mayor Cabott declared a conflict with the next item of business and left Council Chambers during discussion of the matter.

Conflict Declared

2019-11-05

It was duly moved and seconded
THAT Bylaw 2019-14, a bylaw to authorize grants for community services and municipal charges for the year 2019, be brought forward for due consideration under the bylaw process.

BRING FORWARD
GRANT BYLAW FOR
COMMUNITY SERVICE &
MUNCIPAL CHARGES

Carried Unanimously

Deputy Mayor Cabott returned to Council Chambers.

Conflict Over

2019-11-06

It was duly moved and seconded
THAT the 2019 to 2022 capital expenditure program be amended by temporarily funding the 2019 modular litter fences project from the capital reserve in the amount of \$95,000; and

CONTRACT AWARD AND
BUDGET AMENDMENT
SUPPLY OF MODULAR
LITTER FENCES FOR
LANDFILL SITE

.../continued

2019-11-06 (Continued)

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 modular litter fences project in the amount of \$31,120, funded from the capital reserve to cover the additional costs; and

CONTRACT AWARD AND
BUDGET AMENDMENT
SUPPLY OF MODULAR
LITTER FENCES FOR
LANDFILL SITE
(Continued)

THAT administration be authorized to award the contract for the supply, delivery and initial installation of the Modular Litter Fences Project to North Fraser Plumbing for a net cost to the City of \$126,120 plus GST.

Carried Unanimously

City Planning Committee

2019-11-07

It was duly moved and seconded

THAT Bylaw 2019-15, a bylaw to amend the zoning for phase 7 of the Whistle Bend Subdivision, be brought forward for consideration under the bylaw process.

BRING FORWARD
ZONING AMENDMENT
WHISTLE BEND PHASE 7

Carried Unanimously

Council members asked for clarification on a number of issues with respect to future development, including access to trails and green spaces, landscaping options, and accommodations for transit service, school buses and parking. Administration confirmed that the developer will be required to fire smart the adjacent forested area.

Discussion

City Operations Committee

There was no report from the City Operations Committee.

No Report

NEW & UNFINISHED BUSINESS

The builder of a new residential development at the corner of Third Avenue and Hawkins Street requested permission to utilize the laneway behind the subject lot as a location for a construction crane. The intended purpose of the closure was to increase the available construction laydown area and improve the overall safety of the construction site.

TEMPORARY
LANE CLOSURE
Third and Hawkins
For Information Only

It was anticipated that the lane closure would be required for a period of one year. In accordance with the relevant bylaw, authorization for a temporary lane closure would require a resolution of council.

.../continued

Administration determined that closing the lane to vehicle traffic would not impact emergency response services or residential waste collection. However, residents and businesses adjacent to the lane raised concerns that the proposed closure of the lane would impact access for delivery vehicles and commercial waste pickup, and cause serious safety concerns by forcing such vehicles to back onto Second Avenue when exiting the lane.

Standing Committee members discussed the concerns raised and postponed a decision to the next regular Council meeting pending the receipt of additional information, asking Administration to follow up.

Administration directed the builder to investigate measures to mitigate the issues raised by citizens. The builder took those issues into consideration and worked with the Yukon Occupational Health and Safety Branch which has now authorized the builder to proceed without requiring a full lane closure. A driving width of three metres will remain open, sufficiently wide to address the access and safety concerns that were raised.

The builder has withdrawn the request for a full lane closure and no further action of Council is required. Under the applicable bylaw, the City engineer may authorize a partial lane closure.

Administration confirmed that full lane closures will be periodically required during the construction period, but these would all be for periods of seven days or less and will be handled administratively. Each application will be dealt with on a case-by-case basis, and a primary requirement of each permit will be consultation with affected residents and businesses as well as all emergency services and waste handlers.

Councillor Roddick presented a Notice of Motion as follows.

TAKE NOTICE that at the regular council meeting on June 24, 2019 I will bring forward a motion that reads:

WHEREAS the City of Whitehorse has taken important action to reduce carbon emissions and build resilience to climate change, and has developed a solid foundation of plans, strategies, and actions that address these challenges; and

WHEREAS the North is experiencing unprecedented and accelerating climate change that contributes to wildfires, extreme weather events and long-term impacts that affect municipal infrastructure and threatens the health, well-being, and property of Whitehorse residents; and

.../continued

TEMPORARY
LANE CLOSURE
Third and Hawkins
For Information Only
(Continued)

Discussion

NOTICE OF MOTION

NOTICE OF MOTION
Councillor Roddick
CLIMATE CHANGE
EMERGENCY

WHEREAS growing recognition of the urgency, severity, and financial costs of climate change for municipalities has galvanized cities across Canada to formally declare climate change emergencies as a means of acknowledging, enhancing and accelerating climate action;

BE IT RESOLVED THAT the City of Whitehorse officially declares a climate change emergency for the purpose of enhancing and accelerating action on our commitment to protect our community, economy, and ecosystems from the impacts of climate change as we advance our strategic priorities; and

BE IT RESOLVED THAT administration be directed to enhance the City’s response to current and future impacts of climate change by:

- (1) Improving coordination of actions that reduce our vulnerability to climate change by establishing an internal climate change adaptation task force; and
- (2) Within council’s strategic priorities, identifying actions that accelerate the implementation of existing climate plans and strategies, and developing new budgetary proposals to advance this work for council’s consideration in the 2019-2020 budget cycle; and

NOTICE OF MOTION
Councillor Roddick
CLIMATE CHANGE
EMERGENCY
(Continued)

BE IT RESOLVED THAT administration be directed to enhance municipal efforts to increase energy efficiency and reduce carbon emissions by:

- (1) Improving accountability for the 2019 – 2021 budget cycle by including a ‘carbon budget’ that identifies, where applicable, the carbon emissions associated with each capital budget line item and the total relative impact of the capital budget on the City’s emission reduction goals;
- (2) Continuing and focusing engagement on climate change with the Government of Yukon and the Whitehorse business community to explore opportunities for ambitious new collaborative actions through the forthcoming *Yukon Climate Change, Energy and Green Economy Strategy*.

BYLAWS

2019-11-08

It was duly moved and seconded
THAT Bylaw 2019-09, a bylaw to provide for local improvement charges with respect to reconstruction of a portion of Cook Street from Fourth Avenue to the escarpment, be given second reading.

BYLAW 2019-09
LOCAL IMPROVEMENT
Cook Street West
SECOND READING

Carried Unanimously

2019-11-09

It was duly moved and seconded
THAT Bylaw 2019-09, a bylaw to provide for local improvement charges with respect to reconstruction of a portion of Cook Street from Fourth Avenue to the escarpment, having been read a first and second time, now be given third reading.

BYLAW 2019-09
LOCAL IMPROVEMENT
Cook Street West
THIRD READING

2019-11-10

It was duly moved and seconded
THAT Local Improvement Charges Bylaw 2019-09 be amended as follows:

- (1) Delete all references to the dollar figure \$485,050.18 and substitute therefore the dollar figure \$632,409.49;
- (2) Delete all references to the dollar figure \$6,914,949.82 and substitute therefore the dollar figure \$6,767,590.51; and
- (3) Amend section 14 to show the public hearing date as Monday, May 6, 2019.
- (4) Delete the existing Schedule "A" and substitute therefore a new Schedule "A" dated April 8, 2019.

Amendment

Carried Unanimously

The main motion, being third reading of the bylaw, was voted on and Carried Unanimously as amended.

Vote on Main Motion

Deputy Mayor Cabott declared a conflict of interest with respect to Bylaw 2019-14 and left Council Chambers.

Conflict Declared

2019-11-11

It was duly moved and seconded
THAT Bylaw 2019-14, a bylaw to authorize grants for community service and grants for property taxes and other municipal charges for the year 2019, be given first reading.

BYLAW 2019-14
GRANTS BYLAW
FIRST READING

Carried Unanimously

2019-11-12

It was duly moved and seconded
THAT Bylaw 2019-14 be given second reading.

SECOND READING

Carried Unanimously

Deputy Mayor Cabott returned to Council Chambers.

Conflict Over

2019-11-13

It was duly moved and seconded
THAT Bylaw 2019-15, a bylaw to amend the zoning for Phase 7 of the
Whistle Bend Subdivision, be given first reading.

Carried Unanimously

BYLAW 2019-15

ZONING AMENDMENT
Whistle Bend Phase 7

FIRST READING

There being no further business, the meeting adjourned at 6:30 p.m.

ADJOURNMENT



Minutes of the meeting of the Development Services Committee

Date June 17, 2019

Location Council Chambers, City Hall

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

Staff Present Linda Rapp, City Manager
Jeff O'Farrell, Director of Community and Recreation Services
Valerie Braga, Director of Corporate Services
Patrick Ross, Acting Director of Development Services
Wayne Tuck, Acting Director of Infrastructure and Operations
Catherine Constable, Manager of Legislative Services
Myles Dolphin, Manager of Strategic Communications

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

1. Green New Deal – For Information Only

Erica Dee Mah addressed the Committee to provide an update on the recent Green New Deal town hall meeting that took place in Whitehorse as part of a national initiative. The goal of the meeting was to discuss the climate crisis and generate the political will to take action. The meeting was overwhelmingly well attended and more than 200 ideas were generated. A report on the initiative will be prepared at the national level.

2. Single Use Plastics – For Information Only

Barbara Drury addressed the Committee to request that the City ban single-use plastic bags. She suggested that this is a simple action that will aid the City in taking a small step forward to help the environment.

Members of the Committee indicated a desire to open discussions with Council and administration on the issue of single-use plastics.

It is understood that other orders of government are looking at this issue and isolated action won't effect change. Extended producer responsibility is required, but smaller actions should still take place as each person does what they can to reduce the proliferation of single-use plastics. The Committee confirmed support for scheduling a Council and Administration Roundtable discussion on the issue.

Rob Deklerk addressed the Committee to suggest that people should stop the hysteria about plastics. He stated that plastics are not an issue in Canada, and quoted a National Post article about the issue. He asked how we would deal with medical issues if plastics were banned, and noted that most of the technology and equipment we use daily is full of plastic.

3. Notice of Motion – Climate Change Emergency – For Information Only

Councillor Roddick advised that consultation with other members of council led to the procedural conclusion that discussion on the proposed motion should be postponed to the regular council meeting on June 24. It was noted that anyone in the audience wishing to speak to the issue would have an opportunity to do so before the end of this Development Services Committee meeting.

Peter Becker, Jody Overduin, Kim Lisgo, Ellorie McKnight and Jenny George all spoke in support of the proposed motion. It was noted that climate change is being addressed at the national, provincial and territorial levels, but there is also room for municipal initiatives that may be able to advance mitigating measures at a faster pace.



Minutes of the meeting of the Community Services Committee

Date	June 17, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jan Stick – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland Councillor Stephen Roddick
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Patrick Ross, Acting Director of Development Services Wayne Tuck, Acting Director of Infrastructure and Operations Michael Reyes, Manager of Business and Technology Systems Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Cheri Malo, Manager of Transit Services

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

1. 2018 Transit Master Plan Update – For Information Only

The 2018 Transit Master Plan was accepted by Council as a guiding document in June of 2018. The plan included numerous recommendations, of which three were prioritized for implementation.

The first recommendation concerns technology on-board. The use of technology is evolving rapidly in public transportation, making it more effective and efficient and enabling riders to personalize their transit experience. Whitehorse Transit requires cost-effective technology solutions that continually enhance the rider experience. This technology is expected to grow ridership while providing data and data analytics to help make Whitehorse Transit services sustainable, both financially and environmentally.

Fare payment technology has evolved in favour of user-friendly smartcard and electronic payment solutions, which appeal to a technology-reliant ridership base. Real-

time scheduling would also provide convenience for riders. The City issued a request for information for these technologies in April 2019. Three companies responded to the RFI and will be contacted as part of a forthcoming request for proposals anticipated for release in July 2019.

The second recommendation concerns improvements to the overall efficiency of the handy bus program. The handy bus cost-per-hour is 94% higher than other specialized transit services, making it a concern for the financial sustainability of the program. The Transit Master Plan suggested that the City explore the creation of a third party to deliver specialized transit trips and re-deploy the current handy bus vehicles as home-to-hub or micro-transit vehicles serving lower density areas of the city.

The Government of Yukon has historically funded approximately 75% of the operating cost of the handy bus service, and has indicated a need to consider alternative funding arrangements. Initial discussions are underway between Administration and senior staff within the Department of Health and Social Services in this regard. An interim funding agreement is in place until December 2019.

The third recommendation concerns improvements to existing route alignments and scheduling to better match demand. This suggests the need for comprehensive changes to routes and schedules for the full transit service. This new system will have three main hubs for passengers to transfer or continue on to their final destination. The first hub would be at Yukon College/University; with the addition of a transit-way area to support large numbers of people. The second location would be at the Canada Games Centre where an average of 2,000 citizens use the facility daily. The third hub would continue to be downtown near Second Avenue and Steele Street where some form of transit "comfort station" is envisioned.

The rationale supporting a new route structure is based on increasing the frequency of transit service in core areas of the community, thus leading to more spontaneous use (as opposed to planned use) of transit, and an overall increase in transit ridership.

The addition of the home-to-hub concept for extremely low ridership neighbourhoods is also part of this recommended route structure. To ensure that home-to-hub service is a cost-effective alternative to fixed route service operations, the Transit Master Plan recommends that home-to-hub service be offered on a subscription basis.

These three recommendations are the first priorities for implementation of the Transit Master Plan. Other recommendations including branding, snow bike compatible racks on buses, wi-fi onboard, mobile app development, and developing performance indicators will be pursued in the future as budgets permit.



Minutes of the meeting of the Public Health and Safety Committee

Date	June 17, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Stephen Roddick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland Councillor Jan Stick
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Patrick Ross, Acting Director of Development Services Wayne Tuck, Acting Director of Infrastructure and Operations Doug Spencer, Manager of Bylaw Services Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications

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

1. 2018 Bylaw Services Review Update – For Information Only

In July 2018 the Operational Review of Bylaw Services was accepted by Council as a guiding document. Bylaw Services has evaluated the recommendations from this review, giving consideration to operational efficiencies and client service delivery, and anticipates proceeding with implementation as follows:

The review recommends animal shelter consolidation and partnership with the Humane Society's Mae Bachur Animal Shelter. Implementation of this recommendation would see the permanent closure of the City-operated shelter, and any animals impounded for running at large would be taken directly to the Humane Society shelter, providing 24-7/365 availability and access for pet owners. Chip scanning and tag owner information would continue to be a priority to facilitate the quickest available return of pets to their owners.

The Mae Bachur Shelter meets or exceeds Canadian Shelter Veterinarian Guidelines, and benefits from technically qualified staff and a cadre of dedicated volunteers. This partnership would significantly lessen the risks associated with the amount of time that seized animals are in custody, and would also eliminate shelter cleaning duties from the work being done by Bylaw Services staff. This would allow staff to be re-deployed to meet existing pressures around complaint-driven investigations. The space available in the City-owned shelter would be freed up for potential use by other city departments.

An expansion of the Mae Bachur facility would be required in order to incorporate the Bylaw shelter service into the Humane Society. Anticipated costs for the expansion are being explored. In the meantime, the Humane Society continues to express their support for implementation of this recommendation.

The review recommends a First Nations partnership and a shared bylaw officer. This would be a hybrid position combining the statutory authority of a City bylaw officer with the community trust and legitimacy of a KDFN Community Safety Officer.

In preliminary discussions, the KDFN justice manager has indicated support for the spirit and intent of this initiative. Further dialogue is necessary to develop a regulatory framework and determine the model this hybrid position would take. If implemented, it would build KDFN capacity and support the Administration of Justice provisions of the 2005 KDFN Self-Government Agreement. It would also demonstrate the principles and spirit of partnership as contained within the *2018 Declaration of Commitment* signed by the City, KDFN and Ta'an Kwäch'än Council.

The review also recommends downtown parking technology upgrades and initiatives. The recommended changes to downtown parking enforcement are very comprehensive and suggest a wholesale change to the look and feel of how downtown parking is utilized and how enforcement activities are conducted.

The 2019 Draft Downtown Parking Management Plan also includes technology upgrades and initiatives in its list of recommendations. Kiosk-style meter technologies can replace conventional meters and provide greater flexibility in payment options. The review recommends that contracted IT resources and expertise be considered to ensure timely deployment of these industry-standard customer service improvements.

Other recommendations from the review are not being prioritized at this time, including the procurement of workflow management software, the use of commercial aerial drone technology for trail enforcement, and moving violation enforcement.

2. Trolley Tracks Safety Concern – For Information Only

A Committee member noted that there are safety issues at many locations where the trolley track crosses roads and pathways. The tracks are no longer being maintained, and the hazards include rotting wood and protruding spikes. Administration advised that the Government of Yukon has just confirmed that a crew will be sent out to deal with these issues.



Minutes of the meeting of the Corporate Services Committee

Date	June 17, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Laura Cabott – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Patrick Ross, Acting Director of Development Services Wayne Tuck, Acting Director of Infrastructure and Operations Lindsay Schneider, Manager of Financial Services Catherine Constable, 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. 2018 Audited Financial Statements

The City's Auditors have completed a review of the 2018 financial statements, schedules, and notes. They confirm that these statements present fairly the financial position of the City of Whitehorse as at December 31, 2018. At the end of 2018 the City's overall financial position has improved.

The City's water and sewer services are operated as a separate utility, making it necessary to break out the operating costs. In order to maintain the separation between taxpayer-funded activities and the operations of the utility, the surplus must be transferred to the Water and Sewer Reserve.

The City's Auditors annually provide suggestions for improvements to the City's financial control systems. The recommendations for future attention include:

- 1 Consider updating the three-year actuary report for employee benefits when major changes to the employment contracts occur;
- 2 Develop a corporate process for recognizing donated assets; and
- 3 Commence a corporate wide project for new Public Sector Accounting Board Standard in regards to Asset Retirement Obligations.

The recommendation of the Corporate Services Committee is

THAT the audited City of Whitehorse 2018 Financial Statements be approved as presented, and

THAT the Water and Sewer Fund surplus of \$708,005 be transferred to the Water and Sewer Reserve.

2. Budget Amendment – Marwell Lift Station Pump Replacement

The Marwell Lift Station is one of two primary collection points in the City's waste water collection system. It receives waste water from all serviced areas south of Porter Creek and Whistle Bend, and pumps it to the waste water treatment facility. The two primary pumps at the lift station have started to exhibit premature wear and both have recently required emergency maintenance. It was determined to be urgent that a backup pump be ordered to ensure continuity of service and avoid the environmental risks that would result from pump failures.

The supply time for delivery of new pump is approximately 18 weeks. Approval for a sole source procurement was authorized by the city manager as an emergency procurement due to the risks to the environment and to public health and safety. An order has been placed with the pump supplier, and an application for Gas Tax funding has been submitted.

The recommendation of the Corporate Services Committee is

THAT the 2019 to 2022 capital budget be amended by adding a new capital project for procurement of a standby waste water pump titled the Marwell Lift Station Pump Replacement Project in the amount of \$100,000, funded by Gas Tax.

3. Budget Amendment and Contract Award – SCADA Software Upgrade

The 2019 capital budget includes funds for the upgrade of the City's SCADA software. The Supervisory Control and Data Acquisition system is the neural system of the water and wastewater infrastructure, integrating the automatic controls of pump houses, lift stations and reservoirs, and coordinating their operation. The need for additional funds was identified early in 2019 and increased Gas Tax funding has been approved.

Three compliant proposals were received in response to a request for proposals issued. One proposal was found to be non-compliant and was rejected. An internal review committee found that the highest-scoring proposal meets all technical criteria, the

proponent has the knowledge and skills to complete the work successfully, and the prices submitted are reasonable.

The recommendation of the Corporate Services Committee is

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 SCADA Software Upgrade project in the amount of \$80,000, funded by Gas Tax to cover the additional costs; and

THAT Administration be authorized to award the contract for the SCADA Software Upgrade project to Viva Automation for a net cost to the City of \$168,560 plus GST.



Minutes of the meeting of the City Planning Committee

Date	June 17, 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 Jocelyn Curteanu Councillor Laura Cabott Councillor Samson Hartland
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Patrick Ross, Acting Director of Development Services Wayne Tuck, Acting Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications

Your Worship, there is no report from the City Planning Committee



Minutes of the meeting of the City Operations Committee

Date June 17, 2019

Location Council Chambers, City Hall

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

Staff Present
Linda Rapp, City Manager
Jeff O’Farrell, Director of Community and Recreation Services
Valerie Braga, Director of Corporate Services
Patrick Ross, Acting Director of Development Services
Wayne Tuck, Acting Director of Infrastructure and Operations
Catherine Constable, Manager of Legislative Services
Chris Green, Deputy Fire Chief
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. Operations Building – Contract Extension Claim

Ketza Construction has submitted a claim for delays in recognition of the fact that the originally submitted completion date could not be met. Additional days have arisen due to changes in design details, lack of timeliness of responses by the design team on design issues, and an increase in the work that was not included in the original tendered documents. These issues have effected the construction time line and impacted the sequence of work, resulting in the need for an additional 68 days before completion.

Negotiations with the contractor have resulted in a revised completion date and an agreement on additional costs. The value of the additional costs includes sub-trade costs, and is subject to an agreement that there will be no further claims by Ketza Construction or any subcontractors based on the work as currently identified.

The overall budget for the Operations Building project has not been exceeded, and Administration estimates that the project will be under budget even with approval of these additional costs.

The recommendation of the City Operations Committee is

THAT the claim of \$540,960.55 due to Ketz Construction for additional days on the Operations Building project be approved, subject to the negotiated terms; and

THAT an increase to the value of the Ketz Construction Operations Building contract in the amount of \$540,960.55 be approved.

2. Contract Extension – Landfill Operations

The 2019 operating budget includes funding for the operations at the waste management facility. The existing contract is scheduled to expire on June 30, 2019, and a renewal of the agreement is not provided for in the contract.

The procurement process to secure a new operations contract has not proceeded as planned due to the small size and low flexibility of the administrative team supporting solid waste operations. Administration is recommending that the existing contract be extended to November 30, 2019 in order to allow more time to complete the procurement process. The cost of this service has been accounted for in the budget.

The recommendation of the City Operations Committee is

THAT Administration be authorized to extend the 2014 Solid Waste Disposal – Landfill Operations contract with Castle Rock Enterprises to November 30, 2019 for a net cost to the City of \$145,976.16 plus GST.

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ADMINISTRATIVE REPORT

TO: Mayor and Council
FROM: Administration
DATE: June 24, 2019
RE: Unfinished Business – Notice of Motion, Climate Change Emergency

ISSUE

At the regular council meeting on June 10, 2019 Councillor Roddick gave notice that at the regular council meeting on June 24, 2019 he would bring forward a motion to declare a climate change emergency.

ALTERNATIVES

1. Approve the motion as presented; OR
2. Postpone the motion; OR
3. Amend the motion and approve as amended; OR
4. Refer the motion to administration for additional input and analysis; OR
5. Defeat the motion.

ANALYSIS

The motion as presented on June 10th is on the meeting agenda for discussion and debate. A mover and seconder will be required.

If council members desire to postpone, unless an alternative date is specified, the motion would return on the agenda of the next regular meeting of Council, i.e., on July 8th.

If there is a desire to amend the motion, careful consideration needs to be given to the wording of the amendment(s). If more than one amendment is proposed, they will be voted on in reverse order (that is, the last amendment will be voted on first).

If council members desire administrative input before making a decision on the motion, it is recommended that the motion be referred to administration with specific direction regarding what will be required. Given that a summer recess is scheduled in the month of August, if the intention is to have the matter dealt with before the recess, the latest date for discussion at Standing Committee would be July 29, with the motion then being brought forward for a vote on August 5th.

THE MOTION TO BE CONSIDERED IS:

WHEREAS the City of Whitehorse has taken important action to reduce carbon emissions and build resilience to climate change, and has developed a solid foundation of plans, strategies, and actions that address these challenges; and

WHEREAS the North is experiencing unprecedented and accelerating climate change that contributes to wildfires, extreme weather events and long-term impacts that affect municipal infrastructure and threaten the health, well-being, and property of Whitehorse residents; and

WHEREAS growing recognition of the urgency, severity, and financial costs of climate change for municipalities has galvanized cities across Canada to formally declare climate change emergencies as a means of acknowledging, enhancing and accelerating climate action;

BE IT RESOLVED THAT the City of Whitehorse officially declares a climate change emergency for the purpose of enhancing and accelerating action on our commitment to protect our community, economy, and ecosystems from the impacts of climate change as we advance our strategic priorities; and

THAT administration be directed to enhance the City’s response to current and future impacts of climate change by:

- (1) Improving coordination of actions that reduce our vulnerability to climate change by establishing an internal climate change adaptation task force; and
- (2) Within council's strategic priorities, identifying actions that accelerate the implementation of existing climate plans and strategies, and developing new budgetary proposals to advance this work for council’s consideration in the 2019-2020 budget cycle; and

THAT administration be directed to enhance municipal efforts to increase energy efficiency and reduce carbon emissions by:

- (1) Improving accountability for the 2019 – 2021 budget cycle by including a ‘carbon budget’ that identifies, where applicable, the carbon emissions associated with each capital budget line item and the total relative impact of the capital budget on the City’s emission reduction goals;
- (2) Continuing and focusing engagement on climate change with the Government of Yukon and the Whitehorse business community to explore opportunities for ambitious new collaborative actions through the forthcoming *Yukon Climate Change, Energy and Green Economy Strategy*.

CITY OF WHITEHORSE

BYLAW 2019-14

A bylaw to provide for community service grants and grants for property taxes and other municipal charges for the year 2019

WHEREAS section 245 of the *Municipal Act* (R.S.Y. 2002) provides that council may by bylaw make grants to any person or association of persons; and

WHEREAS council adopted a policy to provide grants with respect to municipal taxes or rent paid in lieu of taxes to charitable, non-profit, recreational and religious Whitehorse organizations that are primarily concerned with providing services to disadvantaged members of the community; and

WHEREAS the policy also provides for grants with respect to municipal taxes or rent paid in lieu of taxes to eligible Whitehorse organizations that provide general services to the community, including but not limited to animal shelter facilities, museums, and organizations that lease municipally-owned property; and

WHEREAS council has established a policy of granting other specific municipal charges to non-profit charitable and recreational organizations that lease municipally-owned property;

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

1. Grants for property taxes and other municipal charges in the amount of \$105,908.32 are hereby authorized as detailed in Appendix "A" attached hereto and forming part of this bylaw.
2. This bylaw shall come into full force and effect upon the final passing thereof.

FIRST and SECOND READING: June 10, 2019

THIRD READING and ADOPTION:

Mayor

City Clerk

Community Service & Municipal Charges Grants Bylaw 2019-14

Appendix "A"

Roll Number	Applicant	Grant
3701011150	Biathlon Yukon	\$ 3,182.90
3011131000	Blood Ties	\$ 1,941.63
3010091800	Challenge Disability Resource Group	\$ 3,546.51
3011000300	Food Bank	\$ 8,991.35
3015060202	Golden Age Society	\$ 5,302.69
3010380800	Hospice Yukon Society	\$ 2,044.49
3460007600	Humane Society Yukon	\$ 7,284.18
3015051300	Kaushee's Place Housing Society	\$ 13,866.25
3460007500	LDAY (Learning Disabilities Association Yukon)	\$ 2,969.63
3011230200	Maryhouse 3011230200	\$ 2,460.24
3010461100	Royal Canadian Legion–Whitehorse Legion Branch 254	\$ 8,697.32
3110110800	Softball Yukon	\$ 23,626.60
3180523100	Softball Yukon: Ball Diamond Robert Service	\$ 761.01
3010421100	Victoria Faulkner	\$ 2,430.98
3013050700	Whitehorse Aboriginal Women's Circle	\$ 5,299.56
3701011140	Whitehorse Rifle and Pistol Club	\$ 5,392.07
3180126700	Yukon Cross Country Motorcycle Association	\$ 978.64
3015050600	Yukon Women's Transition Home Society	\$ 7,132.26
Grand Total		\$ 105,908.32