



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	April 6, 2020	2020-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Mayor Dan Curtis Councillor Samson Hartland – Electronic Participation Councillor Laura Cabott – Electronic Participation Deputy Mayor Dan Boyd – Electronic Participation Councillor Jocelyn Curteanu – Electronic Participation Councillor Stephen Roddick – Electronic Participation Councillor Jan Stick – Electronic Participation	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Wayne Tuck, Special Projects Engineer	

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

### **1. Contract Award – Consulting Services – Services Building Project**

The 2020 Capital Budget includes funding for consulting services for the design and construction supervision of the Services Building project. Four proposals were received in response to the request for proposals issued. Two proposals did not meet the minimum technical threshold required to continue to stage two of the evaluation process. A third proposal was deemed non-compliant by the evaluation committee. The successful bid is within the approved capital budget.

The total project budget is \$20.8 million with the majority of the funds provided by government grants. Timely award of the consultant services contract is required in order to be able to complete the design in time to tender construction in 2021 and complete the work by March 2023, the date specified in the funding agreements with the federal and Yukon governments.

Committee members raised some concerns regarding the proposal evaluation process and the possible perception that the successful bidder might have had an advantage since the firm was involved in the preliminary concept development phase.

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

THAT administration be authorized to award the contract for consulting services for the Service Building Project to the Kobayshi & Zedda Architects for a net cost to the City of \$1,467,106.00 plus GST.

**2. Snow Clearing Issues – For Information Only**

A Committee member noted that snow clearing on the main roads in country residential areas has resulted in high curbs at private driveways that are difficult to navigate. Administration advised that the same problem often occurs in other subdivisions when property owners do not keep their driveways clear. The clearing crews do their best to mitigate the problem, but have limited resources for this work. The best option is for residents to keep their driveways clear. If residents are experiencing real difficulties accessing their properties, they should contact the Operations Department.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	April 6, 2020	2020-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Mayor Dan Curtis Councillor Jocelyn Curteanu – Electronic Participation Deputy Mayor Dan Boyd – Electronic Participation Councillor Laura Cabott – Electronic Participation Councillor Samson Hartland – Electronic Participation Councillor Stephen Roddick – Electronic Participation Councillor Jan Stick – Electronic Participation	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services	

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Your Worship, there is no report from the Community Services Committee.



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

<b>Date</b>	April 6, 2020	2020-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Mayor Dan Curtis Councillor Stephen Roddick – Chair Councillor Jan Stick – Vice Chair Deputy Mayor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services	

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

**1. City Response to COVID-19 Issues – For Information Only**

Administration provided an update on measures taken with respect to the COVID-19 pandemic. It was noted that each department is considering various measures proactively and looking ahead to plan around measures that could impact service delivery. It is the City’s responsibility to ensure that citizens get the services that the City is obliged to provide. So far the focus has been on how services could continue with 25%, 50% or 75% fewer staff. The City is relying on direction from the Chief Medical Officer of Health for the Yukon and the Government of Yukon.



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	April 6, 2020	2020-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Mayor Dan Curtis Deputy Mayor Dan Boyd – Chair Councillor Jocelyn Curteanu – Vice Chair Councillor Laura Cabott Councillor Samson Hartland Councillor Stephen Roddick Councillor Jan Stick	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services	

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Your Worship, there is no report from the Development Services Committee.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	April 6, 2020	2020-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Mayor Dan Curtis Councillor Laura Cabott – Chair Councillor Stephen Roddick – Vice-Chair Deputy Mayor Dan Boyd Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Jan Stick	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services	

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

**1. Property Tax Relief – For Information Only**

A Committee member asked for a follow up on the issue of property taxes. Administration confirmed that the City is keeping in regular contact with the Government of Yukon on this issue, and a conference call with all municipalities has been scheduled. It is anticipated that property tax notices will go out as usual, possibly with an insert advising that the government is working on the issue. The Committee member asked if a motion from council could be used to ensure that no one will incur penalties.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	April 6, 2020	2020-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Mayor Dan Curtis Councillor Jan Stick – Chair Councillor Samson Hartland – Vice Chair Deputy Mayor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Stephen Roddick	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Pat Ross, Manager of Land and Building Services Mélodie Simard, Manager of Planning and Sustainability Services	

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

### **1. Zoning Amendment – Part of Lot 29, Mount Sima Industrial Area**

Administration is proposing an amendment to the zoning of a portion of Lot 29 in the Mount Sima Industrial Area to enable lot expansions for property owners on the west side of Mount Sima Road. This amendment was brought forward in 2019 but was referred back to administration for further review due to concerns about impacts to an adjacent trail and the uncertain status of the Commercial-Industrial Land Demand Study. The study has now been submitted to the City for review, and administration is bringing the zoning amendment back to council with a reduced subject area.

Administration has received further interest from property owners wishing to acquire additional land to expand their operations or improve the development potential of their lots. In the context of this neighbourhood, allowing for lot expansions within the subject area will not have a significant impact on wildlife or access to greenspace. The revised subject area avoids the existing trail in an effort to reduce impacts to local recreation.

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

THAT Bylaw 2020-15, a bylaw to amend the zoning of a portion of Lot 29 in the Mt. Sima Industrial Subdivision to allow for potential expansion of existing industrial lots, be brought forward for consideration under the bylaw process.

**2. Public Hearing Report – Zoning Amendment – Skateboard Park**

To enable the City's acquisition of the Skateboard Park in Riverdale, Administration brought forward a bylaw to amend the zoning boundary to bring the entire skateboard park acquisition area into the Public Service zone. In addition, an amendment to the zoning designation of the City-owned property containing a sanitary lift station is required to bring the existing use into conformance with current zoning regulations. At the public hearing, two written submissions were received in support of the zoning amendment and the City's acquisition of the Skateboard Park. The submissions noted that the facility would benefit from clearer ownership and maintenance responsibility, and that access to this outdoor recreation facility is a benefit to City residents.

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

THAT Bylaw 2020-07, a bylaw to amend the zoning of portions of two parcels in the Riverdale area to allow for boundary realignments with respect to the Second Haven Skateboard Park and the sanitary lift station, be brought forward for second and third reading under the bylaw process.

**3. Naming New Municipal Buildings**

Official names are needed for the new fire hall being constructed on Black Street and the new operations building being constructed on Range Road. Administration is proposing generic descriptor names for both facilities in keeping with recent practice. Some Committee members spoke about different options for naming these facilities and expressed a desire for more creative names.

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

THAT the new fire hall located at 105 Black Street be named Whitehorse Fire Hall #1 and the new operations building located at 187 Range Road be named Whitehorse Operations Building; and

THAT Bylaw 2020-11, a bylaw to officially name the new municipal buildings, be brought forward for consideration under the bylaw process.

There being no further business, the meeting adjourned at 7:41 p.m.

**Adopted** at the regular council meeting on April 14, 2020.

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk