



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	March 2, 2020	2020-05
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Samson Hartland – Electronic Participation 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 Lindsay Schneider, Manager of Financial Services Catherine Constable, Manager of Legislative Services Richard Graham, Manager of Operations Myles Dolphin, Manager of Strategic Communications	

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

**1. Contract Award – Supply of Compost/Waste Packers**

The 2020 capital budget includes gas tax funding for the purchase of two compost/waste packers as replacement units for aging equipment. The 2017 contract with Superior Truck included an option and pricing for two units in 2020. Superior Truck has the expertise, training, equipment and resources to deliver the units as specified. In response to questions raised, administration confirmed that these units are capable of handling most types of carts, including bear-resistant models.

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

THAT administration be authorized to award the 2020 contract for the supply of two compost/waste packers to Superior Truck Equipment Inc. in the amount of \$640,828.00, plus GST.

## **2. Contract Award – Gatekeeping Operations**

The gatehouse at the City's Waste Management Facility is the central hub for all communications, activities and operations. The gatekeeping staff assess waste types, apply the appropriate fees, create and complete financial transactions for every load, keep accurate financial records, create daily reports, and prepare and deliver daily bank deposits. The gatekeeping staff are also responsible for routine maintenance of the weigh scale and directing users to the proper waste disposal area. They are also the designated first aid attendants at the Waste Management Facility.

Three compliant bids were received in response to the tender issued for the supply of labour and equipment necessary to complete the Gatekeeping Operations contract. 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.

There is a cost saving over the previous contract in 2020, but starting in 2021 the costs of the contract are higher than budgeted. Administration intends to undertake a review of operations in 2020 and will bring forward an amended tipping fee structure as part of the 2021 budgeting process.

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

THAT administration be authorized to award the contract for the 2020 to 2025 Waste Management Facility Gatekeeping Operations to Gray Management Services for a net cost to the City of \$718,326.54 plus GST.

## **3. Contract Award – Transfer Station Operations**

The operation of the transfer station at the Waste Management Facility plays a vital role in efficient and safe waste management practices and waste diversion. It provides an opportunity for facility users to correctly sort their waste into various waste streams for proper disposal.

One compliant bid was received in response to the tender issued for the supply of waste bins on a rental basis and for the labour and equipment required for efficient and safe transport of the bins to various waste disposal locations within the facility. 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, but the costs of the contract are higher than budgeted. Administration intends to undertake a review of operations in 2020 and will bring forward an amended tipping fee structure as part of the 2021 budgeting process.

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

THAT administration be authorized to award the contract for Transfer Station Operations at the Waste Management Facility to General Waste Management for a net cost not to exceed \$933,253.17 plus GST.

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

A Committee member noted that driveways have been blocked by country residential snow removal operations. Administration explained that the normal practice is to avoid creating large windrows in country residential areas, but the time pressures to clear all roads following the recent unusually large snowfall meant that the usual practice was not possible in every instance. Residents are encouraged to call the snow line if additional snow clearing is required.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	March 2, 2020	2020-05
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Samson Hartland – Electronic Participation 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 Lindsay Schneider, Manager of Financial Services Catherine Constable, Manager of Legislative Services Landon Kulych, Manager of Parks and Community Development Myles Dolphin, Manager of Strategic Communications	

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

### **1. Canadian Tire Jumpstart Playground**

The Jumpstart inclusive playground program is a Canadian Tire Jumpstart Charity initiative. These state-of-the-art playgrounds set a new standard for inclusive play, featuring sensory-rich environments and universally accessible design features that promote physical, social and emotional development. Jumpstart will design, supply and install the playground equipment and surfacing in Shipyards Park before gifting it to the City.

The gift agreement outlines the City’s roles and responsibilities for this project, including site preparation, regular playground inspections, operations and maintenance for the 15-year lifespan of the playground, and that the playground be named Jumpstart Playground.

Stephanie Dixon spoke in support of the project as a Jumpstart Ambassador. Marco Di Buono, Associate Vice President of Operations and Programs with Canadian Tire Jumpstart Charities, provided details about the Jumpstart program and the project planned for Shipyards Park in Whitehorse.

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

THAT the Mayor be authorized to sign on behalf of the City of Whitehorse the gift agreement with Canadian Tire Jumpstart Charities dated March 9, 2020, accepting the gift of a sponsored universally accessible playground, thereby authorizing the project to proceed.

**2. Special Olympics – For Information Only**

The Mayor commended the performance of Team Yukon at the Special Olympics.



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

<b>Date</b>	March 2, 2020	2020-05
<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 Councillor Samson Hartland – 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 Lindsay Schneider, Manager of Financial Services Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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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>	March 2, 2020	2020-05
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Samson Hartland – Electronic Participation 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 Lindsay Schneider, Manager of Financial Services Catherine Constable, Manager of Legislative Services Mélodie Simard – Manager of Planning and Sustainability Services Myles Dolphin, Manager of Strategic Communications Glenda Koh, Environmental Coordinator	

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

### 1. **Climate Change Emergency Report** – For Information Only

On September 23, 2019 Council passed a resolution declaring a Climate Emergency. The resolution required the City to complete the Federation of Canadian Municipalities’ maturity scale assessments for adaptation and mitigation; and required administration to review the City’s current mitigation and adaptation priorities and targets and report back to Council with a range of options for enhancing our adaptation and mitigation efforts.

Climate change efforts at the municipal level focus on mitigation and adaptation. Mitigation refers to reduction of greenhouse gas emissions that lead to climate change. Adaptation pertains to how a community plans for the effects of climate change. While the City has been active on both fronts, progress has largely correlated to whether

dedicated staff capacity has been available. Some previous climate change work now needs updating, while other aspects need renewed political support and resources.

Administration is currently refining the corporate emissions inventory with the main purpose of reducing the City's energy use. While the inventory is not yet complete, it is clear that reducing energy use in City fleet and facilities is the most effective and feasible course of action for reducing corporate emissions. Energy reduction saves the City money, increases resilience in the face of fossil fuel uncertainties, and demonstrates corporate leadership.

Municipal adaptation is a broad topic that potentially touches all operational areas of the City. There is a strong focus on asset management as a foundational element to adaptation. The City's approach thus far has been to deal with operational challenges associated with changing weather patterns as needed.

The City has also made progress on some known hazards and adaptations associated with climate change, such as emergency preparedness and response plans, wildfire risk reduction, and local food and urban agriculture promotion.





## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	March 2, 2020	2020-05
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Councillor Stephen Roddick – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Samson Hartland – Electronic Participation 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 Taylor Eshpeter, Manager of Engineering Services Lindsay Schneider, Manager of Financial Services Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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

### **1. Budget Amendment – Puckett’s Gulch Stairs Rehabilitation Project**

The Puckett’s Gulch stairs were constructed in 2004 as part of the Transportation Showcase Project. In 2014 drainage issues began to appear, eventually producing glaciation so severe that the stairs became impassable and required considerable maintenance. An engineering study completed in 2018 concluded that major structural repair work was needed to ensure public safety. The capital budget includes funding for the rehabilitation project based on estimates provided in that study.

During the design stage for the repair project it became clear that a full deconstruction and re-build would be required. The updated budget estimate includes additional items that were not part of the original scope, including full replacement of several landings, screw pile footings rather than wooden blocks at grade, and improved lighting.

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

THAT the 2020 to 2023 capital expenditure program be amended by increasing the 2020 project for the Puckett's Gulch Stairs Rehabilitation Project in the amount of \$150,000, funded by Gas Tax.

**2. Council Summaries – For Information Only**

In response to a query from a Committee member, administration advised that the summaries on council attendance, expenses, travel and voting records for 2019 were included in the agenda package for the February 17<sup>th</sup> Standing Committee meeting. As part of the current website review, Administration will consider options to make the information more accessible.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	March 2, 2020	2020-05
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jan Stick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Samson Hartland – Electronic Participation 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 Lindsay Schneider, Manager of Financial Services Patrick Ross, Manager of Land and Building Services Catherine Constable, Manager of Legislative Services Mélodie Simard, Manager of Planning and Sustainability Services Myles Dolphin, Manager of Strategic Communications	

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

### **1. Housing Development Incentive – 11 Tarahne Way**

The owner of the property located at 11 Tarahne Way in Whistle Bend has applied for a housing development incentive for the construction of 87 rental housing units. The development consists of three apartment buildings containing one and two bedroom units.

The Housing Development Incentive Policy encourages smaller, denser housing forms in targeted areas as well as rental and supportive housing. Developments that meet the specified criteria are eligible for a reduction of Development Cost Charges, a yearly monetary grant from the City, or both. The value of the grant is based on the increase in taxation due to the improvements on the property.

The proposed development conforms to all City building and zoning regulations and meets the criteria for a rental and supportive housing development incentive. An agreement is being brought forward for Council approval.

It is possible that this development may result in grants in excess of \$50,000 per year, and administration is recommending that Council approve an exception to the City's Grant Making Policy.

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

THAT a housing development incentive agreement be approved with respect to an 87-unit rental housing development at 11 Tarahne Way in Whistle Bend; and

THAT an exemption from the City Grant Making Policy be approved for the proponent of this Housing Development Incentive Policy application.

**2. Acquisition of Skateboard Park**

The City and the Government of Yukon have been in discussions for several years over the potential for the City to formally take over the Skateboard Park. The City has indicated willingness to assume responsibility and maintenance of the facility on the condition that it be rebuilt to current standards. There are three components to this project that require consideration. They are a zoning amendment, a service agreement that sets out the terms of the rebuild, and a bylaw to authorize the acquisition of the rebuilt facility.

Before the City can acquire title to the property, a zoning amendment is required 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 Block 284 is required to bring the existing sanitary lift station into conformance with current zoning regulations.

The service agreement identifies roles and responsibilities in the construction of infrastructure which will eventually become property of the City. The agreement states that YG will manage the design and construction of the facility and transfer it to the City upon substantial completion. The agreement also outlines the agreed standards of design and construction of the facility.

If Council adopts the zoning amendment, administration will be in a position to approve the subdivision of Lot 1150 when YG submits an application. This subdivision will enable YG to transfer the land to the City in the event that the land acquisition bylaw is approved. Transfer of the land will secure the City's tenure of the skateboard park. The land will be acquired for a nominal cost and survey costs will be paid by YG.

The land acquisition bylaw is being brought forward concurrently with the zoning amendment bylaw. In order to ensure the procedural integrity of the zoning amendment process, administration is recommending that second and third reading of the land acquisition bylaw be deferred to coincide with second and third reading of the zoning amendment bylaw.

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

THAT Bylaw 2020-07, a bylaw to amend the zoning of a portion of Lot 1150, Plan 98-47 LTO and Block 284, Plan 66964 LTO to allow for boundary realignments with respect to the Second Haven Skateboard Park and the sanitary lift station, be brought forward for consideration under the bylaw process; and

THAT Administration be authorized to sign the Service Agreement between the Government of Yukon and the City of Whitehorse for construction and transfer of the new skateboard park in Riverdale; and

THAT Bylaw 2020-16, a bylaw to acquire a portion of the Riverdale Education Reserve from the Government of Yukon for the purpose of owning and operating a skateboard park, be brought forward for consideration under the bylaw process; and

THAT second and third reading of Land Acquisition Bylaw 2020-16 be deferred to coincide with second and third reading of Zoning Amendment Bylaw 2020-07.

There being no further business, the meeting adjourned at 7:30 p.m.

**Adopted** at the regular council meeting on March 9, 2020.

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk