



Minutes of the meeting of the Corporate Services Committee

Date	January 4, 2021	2021-01
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Stephen Roddick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation 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 Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Gloria Kasigazi, Procurement Supervisor Jason Everitt, Fire Chief Brittany Dixon, Acting Manager of Financial Services Norma Felker, Assistant City Clerk	

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

1. Forthcoming Procurements – For Information Only

In accordance with the Procurement Policy that came into effect on January 1, 2021, a list of forthcoming procurements with an anticipated value greater than \$100,000 must be provided to council on a bi-monthly basis. Department managers reviewed their capital projects and operating requirements and have provided a list of anticipated procurements valued at over \$100,000 for January and February 2021.

Committee members expressed appreciation for the list provided and suggested additional content for future reports. It was also suggested that the list of forthcoming procurements be added to the City’s website in a way that is accessible to the business community.

2. Budget Amendment – Fuel Abatement Project

Due to an administrative oversight, \$350,000 in previously approved funds for the continuation of the fuel abatement project are not reflected in the recently approved capital budget for 2021.

Work is scheduled to continue on this project through to the end of the 2021-2022 winter season. Therefore, a budget amendment is required.

If the proposed capital budget amendment is not approved, the existing contract must immediately be halted and postponed to future years, subject to Council approval.

The recommendation of the Corporate Services Committee is

THAT the 2021 to 2024 capital expenditure plan be amended by adding the Fuel Abatement project in the amount of \$350,000, funded by the general reserve.

3. 2020 Umbrella Budget Amendments

The *Municipal Act* provides that council may by bylaw establish a procedure to authorize expenditures that vary from the annual capital expenditure program and the operating budget. In accordance with the provisions of the 2020 capital and operating budget bylaws, a number of properly authorized budget amendments occurred throughout 2020. These amendments are now being brought forward under umbrella bylaws for approval under the bylaw process.

Administration advised that additional minor changes will be made to Schedule 1 of the capital budget amendment bylaw before the bylaw comes forward for first reading.

The recommendation of the Corporate Services Committee is

THAT Bylaw 2021-05, a bylaw to amend the 2020 to 2023 capital expenditure program with respect to budget adjustments made throughout 2020, be brought forward for approval under the bylaw process; and

THAT Bylaw 2021-06, a bylaw to amend the 2020 operating and maintenance program with respect to budget adjustments made throughout 2020, be brought forward for approval under the bylaw process.

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Minutes of the meeting of the City Planning Committee

Date	January 4, 2021	2021-01
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 – Electronic Participation 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 Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Patrick Ross, Manager of Land and Building Services Catherine Constable, Manager of Legislative Services	

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

1. Conditional Use Application – 6-151 Industrial Road – For Information Only

Administration has applied for conditional use approval to allow for office use on the ground floor at Unit 6, 151 Industrial Road in the Marwell area. If the conditional use is approved, the City will enter a lease agreement to provide temporary accommodation for the Land and Building Services department.

The location is currently zoned Mixed Use Commercial-Industrial, and offices on the ground floor or more than 50% of gross floor area are only allowed as a conditional use in this zone. The conditional use application requires public notification and a public input session prior to an eventual decision by Council.

The associated lease agreement bylaw is proceeding through the bylaw process and is scheduled to be brought forward for second and third reading on January 25th, 2021 if the conditional use application is approved.

In accordance with the Zoning Bylaw, a public input session has been scheduled for the regular council meeting on January 11, 2021.

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Minutes of the meeting of the City Operations Committee

Date	January 4, 2021	2021-01
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Laura Cabott – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu – Electronic Participation 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 Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services	

Your Worship, there is no report from the City Operations Committee.



Minutes of the meeting of the Community Services Committee

Date	January 4, 2021	2021-01
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd – Chair Councillor Jan Stick – Vice-Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation 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 Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services	

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



Minutes of the meeting of the Public Health and Safety Committee

Date	January 4, 2021	2021-01
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jan Stick – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation 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 Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services	

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

1. Strategy Release – For Information Only

A Committee member congratulated the advisory committee on Missing and Murdered Indigenous Women, Girls and Two-Spirited Persons on the release of their strategy document.

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Minutes of the meeting of the Development Services Committee

Date	January 4, 2021	2021-01
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Stephen Roddick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation 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 Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Patrick Ross, Manager of Land and Building Services Catherine Constable, Manager of Legislative Services	

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

1. Development Incentive Agreement Cancellation

Options for Independence, a non-profit society, entered into a development incentive agreement with the City in 2012 to build an addition to an existing duplex in order to create 14 units of supportive housing for adults with Fetal Alcohol Spectrum Disorder. The society has been receiving an annual grant equal to 100% of the taxes related to the eligible improvements since 2014.

In order to resolve ongoing financial issues, the society wishes to transfer ownership of the property to the Yukon Housing Corporation. Only the ownership of the property will change. The Options for Independence Society will continue to operate the building as a supportive housing facility.

The agreement between the City and the society states that if the development ceases to be owned by a non-profit organization or ceases to be operated as supportive housing, all grants must be repaid to the City. Options for Independence is requesting

that the society be exempt from the requirement to repay the grant funds received from the City when they transfer ownership of the building to the Yukon Housing Corporation.

In response to questions raised, administration confirmed that the decision to be made is whether the City should claw back the taxes that have been granted to the society for the past seven years.

Upon transfer of ownership, the new owner will begin paying the annual property taxes for the building. When the ownership of the building is transferred to the Yukon Housing Corporation, the development incentive agreement will be cancelled and no further grants will be paid with respect to this property.

The recommendation of the Development Services Committee is

THAT the Options for Independence Society be exempt from a requirement to repay \$65,672 in development incentive grants issued to date upon the transfer of ownership of the property located at 4046-4th Avenue to the Yukon Housing Corporation.

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There being no further business, the meeting adjourned at 6:35 p.m.

Adopted at the regular council meeting on January 11, 2021.





Dan Curtis, Mayor



Norma L. Felker, Assistant City Clerk